

# CANTON HIGH SCHOOL

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Canton, MA 02021*

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## **Student/Family Handbook 2022-2023**



**Canton Public Schools**

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## **Canton Public Schools District Appendix**

In addition to the Canton High School Handbook which outlines a range of elementary specific procedures, processes and information the Canton Public Schools has an in-depth District Appendix that includes the District policies, State and Federal laws and regulations and detailed information. It is important that as part of this Handbook, the District Appendix also be reviewed. The District Appendix can be found linked [here](#) or on our website; [cantonma.org](http://cantonma.org)

# Welcome to Canton High School

Canton High School Students, Parents & Guardians,

The Canton High School (CHS) Handbook outlines the school's expectations, policies and procedures. The practices are intended to create an environment that fosters teaching and learning and enables staff and students to be physically and emotionally safe. All CHS policies are guided by the district's Strategic Framework and the CHS Core Values and Beliefs:

- Academic excellence & rigor
- Inclusive community
- Respectful & responsible relationships
- Continuous improvement

The CHS Handbook is modified from year to year and we encourage you to review the document in its entirety. If you have any questions or concerns, please reach out to any of us.

Jeff Sperling, Principal

Nick Fitzgerald, Assistant Principal

Derek Small, Assistant Principal



## **Vision Statement**

To develop students who are competent and creative thinkers, curious and confident learners, and compassionate citizens

## **Core Values**

- Academic Excellence and Rigor
- Inclusive and Engaged Community
- Respectful and Responsible Relationships
- Continuous Reflection and Improvement

## **Equal Opportunity and Non-Discrimination Policy**

The Canton Public Schools District is committed to equal education opportunities for all students. It is the goal of the Canton Public Schools to maintain a school environment free of harassment and/or discrimination based on race, color, religious creed, national origin, ethnicity, sex, sexual orientation, age, ancestry, disability, gender identity, veteran status, genetic information, homelessness or any other class protected by state or federal law. The Canton Public Schools will not tolerate discrimination or harassment in any of its schools, including any school programs, services, or activities. The Canton Public Schools is committed to equal opportunity in school admission, admissions to courses, course content, guidance, and extracurricular and athletic activities. The Canton Public Schools does not discriminate in admission to its schools, access or treatment in its services, programs, and activities for any student.

Canton High is a member of the College Board (CEEB #220545) and is accredited through the New England Association of Schools and Colleges (NEASC)

## School Hours

Classes begin at 8am and dismissal is at 2:29pm each day barring those with special schedules.

- Students can enter through the Main Entrance or Cafeteria each morning. Other entrances will be accessible to students at 7:50 A.M.
- Students are expected to vacate the building by 3:15pm except for students who remain for extra-curricular activities, library use, teacher assistance, or detention.
- Students should obtain belongings prior to attending afterschool activities as the building will not be accessible.
- Students engaging in any extracurricular activities must be under the supervision of a staff member (teacher, coach, advisor).

## Daily Bell Schedule and Period Rotation

Canton High School  
Bell & Rotation Schedule  
21-22

	TIME	DAY 1	DAY 2	DAY 3	DAY 4	DAY 5	DAY 6	DAY 7
PERIOD 1	8:00 - 8:53 am	A1	G1	F2	E3	D4	C5	B6
	4 minute passing							
PERIOD 2	8:57 - 9:50 am	B1	A2	G2	F3	E4	D5	C6
	4 minute passing							
PERIOD 3	9:54 - 10:47 am	C1	B2	A3	G3	F4	E5	D6
	4 minute passing							
PERIOD 4	<b>10:51am - 12:35pm</b>	D1	C2	B3	A4	G4	F5	E6
	<b>10:51 - 11:14am</b>	<b>LUNCH 1</b>						
	<b>11:18 - 11:41am</b>	<b>LUNCH 2</b>						
	<b>11:45 - 12:08pm</b>	<b>LUNCH 3</b>						
	<b>12:12-12:35pm</b>	<b>LUNCH 4</b>						
	4 minute passing							
PERIOD 5	12:39 - 1:32pm	E1	D2	C3	B4	A5	G5	F6
	4 minute passing							
PERIOD 6	1:36 - 2:29pm	F1	E2	D3	C4	B5	A6	G6

## **Administrative Staff**

Administrative Assistant to the Principal: Colleen Brown

Main Office Administrative Assistant: Michelle Crosby

Data Specialist/Administrative Assistant: Heather Sullivan

Director of Counseling: Dr. Meredith Chamberland

Counseling Department Administrative Assistant: Anne Murray

Athletic Director: Daniel Erickson

Special Assistant to the Athletic Director: Michael Boen

School Resource Officer: Ensley Cotard

## **Academic Department Chairs**

English: Rebecca Ashley

Visual Arts: Patricia Palmer

Mathematics: Donald Devoid

Performing Arts: Catherine Eckersley

Science: Erica Fitzgerald

Social Studies: Patrick Connor

Special Education/Student Services: Sarah McShea

Instructional Technology: Kevin Sullivan

Wellness: Adam Hughes

World Languages: Heidi Olson

Librarian: Joanne Teliszewski

## **District Liaisons**

**Meghan Byrne- Interim Director of Student Services**

- Homeless Liaison (with **Stephanie Shapiro**)

- Multi-Language Learner Liaison
- Section 504 Coordinator
- Title II Liaison
- Title VI Civil Rights Officer
- Title IX Officer

## General Information

### Age of Majority

Students who have reached the age of 18 may notify the school administrations that they wish to exercise their age of majority rights. When this happens, the school's practice is to notify parents/guardians that the student has made this declaration. Students may then access all information about their records and are entitled to sign permission slips for trips, absence notes, tardy notes, and dismissal notes. Any student coming late to school or leaving early because of any type of appointment must still submit the proper documentation for the appointment. The nurse must still dismiss students who are ill before they may sign out of school.

### Automobiles/Student Parking

Driving and parking vehicles on school property is voluntary and a privilege. On an annual basis, Grade 11 and 12 students wishing to drive to school must register with the main office; the registration fee is \$200.

#### **Parking expectations:**

- All students driving to and from school must park in the designated student parking area.
- When a student arrives at school, the car should be vacated and locked immediately.
- Students are not allowed in cars during the school day.
- In order to park on school property, students **must have affixed** to their vehicle a Canton High School parking sticker.
- **Students are NOT to park in the American Legion parking lot, the Rodman parking lot, the staff lots, the visitor spots, and/or any area not designated for student parking.**

Once all spots are taken, students can request to be put on a waiting list for on-campus parking. Students parking on school property without a sticker will receive disciplinary consequences and run the risk of having their car towed.

Sophomore students are not allowed to park on campus. If a sophomore does park on campus and violates the student parking rules, they may not be eligible for a parking pass during the junior year.

Parking violations or unsafe driving on campus or in the neighborhoods surrounding the high school may result in a student losing parking privileges. In addition, student vehicles may be searched if a school administrator suspects the vehicle contains illegal or unsafe/prohibited materials. If possible, the student will be present during the search. Parents/guardians will be notified of the search as soon as possible.

### **CHS Career Center**

The Career Center is open during most periods of the day and also after school and is designed to help students explore career options, seek help with employment after school and determine activities to be done for the yearly twenty-hour (20) community service graduation requirement.

The Center has several computers which have programs designed to help students look at all types of career options. The Center also sponsors various career field trips in conjunction with the Schools-to-Careers Project. Announcements about all opportunities available from the Center are posted outside the Center, listed in the Daily Bulletin and broadcast during the morning announcements. For more information, students should contact Mr. Edward Amico.

### **Century Club**

The Canton High School Century Club is one of a kind. The Century Club membership is strictly an honorary award given to those students who have achieved exemplary unweighted class rank. The unweighted rank is cumulative and it is reviewed annually after Term 3. One hundred (100) students are chosen from the four classes as follows: the top forty (40) seniors, the top thirty (30) juniors, the top twenty (20) sophomores, and the top ten (10) freshmen. Century Club members are honored at the Scholastic Honors Night in May.

### **Contact Sequence**

Should you wish to contact the school for a class- or counselor specific issue please use the following continuum to guide your outreach:

- The teacher or counselor, then
- The Department Chair, then
- The Assistant Principal, then

- The Principal, then
- The Director of Curriculum and Instruction/Director of Student Services, then
- Lastly, the Superintendent of Schools

## **Dance/Prom- Student Expectations**

Students who wish to participate in any school-sponsored dance or prom must sign a contract, which outlines the expectations of the event. Guests may be allowed to attend the CHS proms when appropriate. If guests are allowed, the CHS student and their guest are required to complete and submit the CHS Prom Guest Form in advance and receive approval from CHS administration.

## **Directed and Self-Directed Study Courses**

- All students are assigned a study during non-academic class periods.
- Students in grades 9-11 may remain in their study or obtain a pass in advance from a teacher to receive support or to make up work.
- Students may also be eligible to get a pass to the library, counseling office, or Career Center in advance of study following approved procedures.
- Seniors who meet the academic, behavioral, and attendance guidelines are eligible for self-directed study, which provides seniors the independence to choose where they would like to spend their unassigned blocks within the school building without being assigned a specific directed study. These areas include the library, cafeteria, counseling office, career center, common areas designated by the administration, or with a teacher/staff member.

## **Dress Code**

The dress code is intended to support the school's culture of respect and high expectations and outlines reasonable regulations expected of students' attire. Also, in accordance with Massachusetts state law students are expected to dress in a manner that conforms to reasonable standards of health, safety, and cleanliness that will not cause disruption to the educational process.

Examples of clothing that may not meet these standards include, but are not limited to:

- Excessively revealing clothing
- Articles of clothing/accessories that impede the immediate identification of a student with the exception of clothing worn for religious purposes/observances
- Clothing with profane or offensive language or which contains images, words, or symbols relating to sex, drugs, alcohol, or other conduct/topics prohibited at CHS

CHS staff (advisors, coaches, and/or teachers) may require higher standards of dress in order to participate in special activities, including field trips and events. Additionally, staff may ask students to remove “smart devices/watches” during a class assignment or assessment and/or require certain clothing or footwear for a class activity.

If students or parents/guardians have any questions about whether an item of clothing is appropriate, they should consult with the Assistant Principal before wearing that article of clothing.

If a student is dressed inappropriately, the CHS administration is authorized to:

- Have students change their clothing in school to school-appropriate attire.
- Contact parents/guardians to bring in a change of clothing.

The principal or their designee will determine consequences for a student who defies a reasonable request to dress appropriately for the school setting or repeatedly defies the school’s dress code.

## **Drivers Education**

For information about Driver’s Education at CHS, please contact Mrs. Charlotte Nix, Supervisor of Driver Education at (781) 821-5050 ext. 2121. No school credit is awarded for this course. Click here for [Canton Driver Education’s website](#).

## **Externship**

The Senior Externship is a program that enables qualified seniors to spend the fourth term working on a career exploration project of their own choice, with the support and collaboration of the staff at Canton High School. These internships are work-based activities in which students engage in learning through practical and relevant experiences in a career path that is of interest to them. The Senior Externship is a six-week unpaid independent study program offering seniors an opportunity to learn in an educational environment not previously available to the student.

Students must spend a minimum of 30 hours a week on their project, with exceptions on a case-by-case basis. Only students who meet high standards of reliability and responsibility are accepted into the Canton High School Senior Externship program. Participation in the Senior Externship requires punctuality, good attendance, responsible citizenship, and satisfactory academic achievement.

**Students must have an overall grade average of a C or better during their senior year and selection will also be based upon attendance (including class cuts, absences, and tardies) and school behavior (including detention).** Students MUST fulfill their Service Learning obligation by the middle of 3rd term to be eligible for participation in the Senior Externship.

## **Fundraising**

All fundraising must be approved by the Principal or designee. Approved fundraising will be limited to two weeks and will not be conducted during the school day without specific approval.

## **Late Bus**

The Late Bus is available to CHS students on Monday, Wednesday, and Thursday. The Late Bus will arrive at 3:15 p.m. in the Rodman Loop. Students must meet expectations and follow all school and bus rules on the Late Bus.

## **Lockers/Student Belongings**

Each student will be assigned a locker. Students may go to lockers before and after school and between periods if they choose. Students going to lockers during a period must have a pass from the teacher. Master keys and copies of combinations for lockers are retained by the school. Items prohibited from school may not be stored in lockers, which include weapons, illegal drugs, alcoholic beverages, stolen property, tobacco products, or anything that may be disruptive or dangerous to the student body or staff. The school retains the right to inspect lockers periodically for compliance with these rules. Whenever possible, inspections will take place when the student is present.

Canton High School assumes no responsibility for items lost or stolen in school.

## **Military Obligations**

By federal law all males must register with the Selective Service office within 30 days of their 18th birthday. In addition, the federal *Every Student Succeeds Act* legislation requires the high school to supply all military branches with the names and addresses of all students only upon request from the military. Students may opt off of this list by submitting a letter to the Counseling office from a parent/guardian if younger than 18 or by the student if 18 years old or older requesting this information not be sent.

## **Student Council and Class Officers**

**Student Council** is an organization through which the students may express their opinions/make recommendations to the school administration for improving the school community, and to serve as a voice for the student body. The Council promotes leadership, initiative, and agency among its members and CHS is a recognized chapter of the National Association of Student Councils.

**Class Officers** are elected members of each grade and includes a President, Vice President, Secretary, Treasurer and member of the School Committee Student Advisory Council. CHS also

facilitates the annual election of a Chair of the Student Advisory Council who serves as an ex-facto non-voting member of the School Committee.

Elections for Student Council and Class Officer positions are held in the spring of each year to install student members for the following school year. Students running for these class officer positions must follow all guidelines prepared by the Student Council Faculty Advisor. Failure to follow these guidelines may result in the student not being permitted to run and/or serve.

Any student who holds a leadership position at Canton High School will be held to a high standard of behavior to maintain their position. If a student leader engages in a significant violation of the code of conduct or exhibits chronic behavioral problems, the principal or designee maintains the right to remove the leadership position from the student.

### **Work Permits**

During the school year, students may obtain working papers before or after school in the Main Office. During the summer and vacations, they may be obtained in the Main Office or Counseling Office Monday-Friday from 8:30am - 2:30pm except when the building is closed

### **CHS Field Trips/Student Travel**

- Students participating in a school-sanctioned trip are required to have the school permission form completed, signed by a parent or guardian, and returned to the faculty supervisor as directed.
- Students will not be allowed to participate in a field trip if it is felt that their participation will be detrimental to the successful completion of any assigned school work or if they are not in good standing with regard to academics, attendance, or behavior.
- Students attending field trips are not only responsible for all class material presented the day of the field trip in all of the classes that they miss but are also responsible for submitting, before leaving the school, any previously assigned work due that day.
- All school rules remain in effect during a field trip.
- A list of students attending the field trip will be submitted to the nurse two weeks prior to the trip to determine if medication or accommodations are needed. The school nurse will work with parents/guardians and staff to ensure that students with special health care needs or medications are able to attend field trips. Accommodations for administering medications and/or medical procedures on field trips will be written in

the student's medication plan. The parents(s)/guardians of students with certain health care needs may be offered preferential attendance as a chaperone on a field trip.

- If medication is needed or may be required on a field trip, the medication administration plan must be completed by the student's parents/guardians and physician and be on file in the nurse's office. If appropriate documentation and medication are not on file, they will not be allowed to attend the field trip.
- Students going on a field trip must be in school at the start of the school day. Any student who is tardy to school may lose their opportunity to attend the field trip.
- Field trips/travel opportunities often come with expenses and financial obligations. Students are expected to cover expenses associated with field trips/travel participation. Student financial needs will be addressed on an individual basis as each field trip varies in terms of expenses and logistics.

## **Canton High School Library**

The Canton High School Library provides equitable access to resources and informational technology for instructional and recreational use. As a learning center of the school community, the library will support curriculum and professional development while also enabling students to pursue their individual growth and interests.

The mission of the Canton High School Library is to support all members of the school community with the resources and skills necessary to be successful readers, researchers, and digital citizens. To achieve this goal, the library staff will:

- Instruct students in the effective, efficient, and ethical use of resources and informational technology.
- Assist students in developing independent inquiry, research, and analytical skills for academic, personal, and recreational knowledge.
- Collaborate with faculty members to develop, enhance, and enrich the curriculum across content areas and grade levels.
- Create an environment that promotes curiosity, creativity, and critical thinking in acquiring and presenting new information.
- Provide opportunities to use the most current applications of educational and collaborative technologies as they continue to evolve.
- Promote and encourage learning and reading for instructional and recreational use by presenting a variety of genres and media formats.

## **LIBRARY POLICIES and PROCEDURES**

**HOURS:** The Joseph E. Joyce Media Center is open from 7:15 A.M. to 3:15 P.M. We are staffed before and after school for 45 minutes by various members of our faculty who may help or support students with academic questions. We frequently have honor society students from various academic disciplines available to tutor students as well.

**DIRECTED STUDY PASSES:** Students may obtain a pass to come to the library in advance of their directed study period. However, scheduled classes take priority over study hall use.

**CHECKING OUT MATERIALS:** All material leaving the library MUST be checked out. Materials must be returned within four (4) weeks. Materials may be renewed if the item is not reserved by another student. Students do not have to have the item(s) with them in order to renew.

**OVERDUE & LATE FEES:** Overdue Notices will be emailed to students. Students are also able to log in to the Destiny catalog using their Canton Google ID and review the books they currently have checked out and when they are due.

**LOST OR DAMAGED ITEMS:** Students are charged a replacement cost for lost and/or damaged material. Students may pay the replacement cost with a check made payable to the Town of Canton or replace the damaged book with a new copy or a good condition used copy.

**COMPUTER & ELECTRONIC USE:** Students may use their own electronic device in the library for academic purposes and must abide by the Canton Public School's Responsible Use Policy (RUP) or privileges may be revoked.

## **CHS Program of Studies**

The CHS Program of Studies maintains a wealth of information pertaining to graduation and promotional requirements, grade-based course requirements, electives, departmental offerings, and the process for changing courses.

The Program of Studies also provides descriptions of the various academic levels (College Preparatory [CP], Honors, Advanced Placement) and the expectations for courses at those respective levels.

## **Academic Honor Code**

It is the responsibility of all Canton High School educators to prepare students for higher academic study by challenging them to engage rigorous curriculum. Academic honesty is an essential element of a healthy learning environment. We expect that all students exhibit honesty and integrity in their academic work, and that the work students submit represents their own best effort. The Canton High School faculty takes seriously any potential violation of honesty and

academic integrity. Academic violations are usually categorized as cheating or plagiarism. Other offenses, however, may be classified as academic violations. Academic violations may also carry disciplinary consequences in accordance with the Code of Conduct.

## **Definitions**

### **Cheating**

Includes but is not limited to, the following:

- copying another student's homework and giving the impression it is your work
- copying someone's ideas, data, or exact wording without citing your source
- copying or sharing answers by talking, signing, or gesturing during an assessment
- allowing another student to copy your work
- passing test or quiz information to others in another class period with the same teacher or course
- submitting a pre-written writing assignment at times when such assignments are supposed to be written in class
- using unauthorized study aids, notes, books, text messages, data, or other information
- sabotaging the projects or experiments of other students
- lying or failing to give complete information to a teacher for the purpose of gaining academic advantage
- feigning illness to gain extra preparation time for tests, quizzes, or other assignments
- purchasing a paper or having someone write a paper for you
- altering graded exams and re-submitting them for re-grading
- submitting papers/projects that have been done for a previous class
- using the internet/Wi-Fi to access group chats via personal devices and copying/sharing another person's homework, test, quiz or ideas via texting, social media or otherwise.

### **Plagiarism**

The unauthorized use or close imitation of the language and thoughts of another author and the representation of them as one's own original work. Plagiarism includes, but is not limited to, the following:

- submitting an assignment in whole or in part that has been copied from a published source or downloaded from computer software or the Internet
- borrowing the sequence of ideas, the arrangement of materials, or the pattern of thought of someone else without proper acknowledgment
- having a parent/guardian or another person write an essay or do a project that is then submitted as one's own work
- failing to use proper documentation and/or bibliography

## **Collaboration**

The Canton High School faculty encourages students to collaborate with one another in accordance with the guidelines provided by the teacher of the course.

- What collaboration looks like will vary from class to class- do not assume that collaboration is allowed on every assignment, or that collaboration expectations are the same for every assignment.
- Working together on assignments that were intended to be completed individually will result in a violation of the *Academic Honor Code*.

## **Accountability for violations of the *Academic Honor Code***

### **Faculty Responsibilities**

Faculty members should take the following steps when they suspect that a student(s) has violated our *Academic Honor Code*.

- The teacher notifies their Department Coordinator and consults, if necessary, to determine whether the issue is a violation of the *Academic Honor Code*.
- Teachers may assign a failing score for the assignment after consulting the Department Coordinator
- The teacher discusses the concern with the student(s). If the student shares information that changes the teacher's understanding of the violation, the teacher may change the consequence.
- The teacher finalizes the academic consequence with their Department Coordinator and/or Assistant Principal.
- Teacher calls parents to inform them of the violation and academic consequence. Teacher also notifies the School Counselor and Assistant Principal.
- School counselor reaches out to the student.
- The Assistant Principal meets with the student to discuss any additional consequences for this incident and/or any future consequences of another violation of our academic integrity policy.

### **Additional Accountability**

- Students who violate the Academic Honor Code more than once may be removed from leadership positions and/or extracurricular activities, especially if they belong to organizations (i.e. honor societies) that prioritize academic achievement and integrity.
- When appropriate, the Assistant Principal may determine that additional accountability is necessary in accordance with the Code of Conduct.

### **Honor Roll Requirements**

Students who earn grades of B- or better in all subjects which give 2.5 credits or more and a “Satisfactory” (S) grade in all minor subjects taken, will be eligible for the Honor Roll which is issued for each term.

Students who earn grades of A in all subjects and a “Satisfactory” (S) grade in all minors taken will be eligible for the Highest Honors category.

Students who are taking three or more Accelerated/AP courses are eligible for the honor roll if they have no more than one C in those subjects which give 2.5 credits or more and a “Satisfactory” (S) grade in all minor subjects taken.

### **Class Valedictorian and Salutatorian**

The student in the Canton High School graduating class with the highest cumulative weighted GPA at the end of seven semesters (following semester one of a student’s senior year) will receive the honor of being named the class valedictorian. The student with the second-highest weighted GPA will be honored as the class salutatorian. In the case of a numerical tie, there could be more than one Valedictorian or Salutatorian.

## **Summer School and Courses Taken Outside of Canton High School**

### **Courses taken outside of CHS**

Any student who is a full-time student at Canton High School may not receive graduation credit for a course taken outside of Canton High School during the school year without the prior approval of the high school principal. Students must apply in writing to the principal for any non-CHS course for credit.

### **Summer School Make-up and Credit**

A student may attend summer school for enrichment in a course **OR** a student may attend summer school to make up a failed course when the following criteria are met:

- The student has not withdrawn from the course during the school year.
- The student has received at least a 50% for a final grade.
- The student obtains prior approval from the principal or designee before enrolling in summer courses at a different school system.
- The following conditions may apply:

- The student may be asked to submit a portfolio of work performed at summer school, including a record of attendance, homework, assessments, etc.
- The principal or designee reserves the right to administer a test that must be passed before students can receive credit for a course taken in summer school.

Summer school grades and credits appear on the Canton High School transcript, but are not included in calculating the Weighted or Unweighted GPA.

## **Commonwealth Dual Enrollment Partnership**

The Massachusetts Commonwealth Dual Enrollment Partnership (CDEP) is a program that allows high school juniors and seniors to take college-level courses at a local college while enrolled in high school. The Commonwealth of Massachusetts provides funding to public institutions of higher education for a limited number of students to take advantage of this option. Students who would like to pursue a Dual Enrollment course should meet with their counselor to discuss this option and are responsible for enrolling in the college course(s) directly with that college's registrar or Dual Enrollment coordinator.

# Attendance Procedures

## **Philosophy**

The purpose of the Attendance Procedures is to prioritize student attendance. At Canton High School, we believe that learning is an ongoing process that requires daily interaction of students with their teachers and peers. Canton High School strives to build a community of learners, and this community is hindered when students are absent. Parents and guardians are partners with the school in assuring that students have consistent attendance and arrive at school and to class on time.

## **Absences**

Parents or guardians are required to call in all absences to the office at 781-821-5050 ext. 1 or 2050 in advance and no later than the morning of the absence. However, this notification does not excuse an absence. It simply notifies the school that a parent or guardian is aware of the absence. If an extended absence is anticipated, students or parents/guardians should contact the appropriate school counselor or assistant principal.

**Absence Limits:** Canton High School has established an “absence limit” for every student. We recognize that students will occasionally confront personal and family concerns that make attendance at school difficult. The absence limit is meant to recognize this while also continuing

to prioritize school attendance. The expectation is that students not exceed the following absence limits:

- Classes that meet 6 times in the 7-day cycle: 8 absences per term
- Classes that meet 3 times in the 7-day cycle: 4 absences per term

All student absences from school and/or class will count toward the absence limit with the following exceptions:

- Observations of religious holidays
- Participation in school-sponsored activities
- Pre-approved future planning visits (i.e. college visits, military recruiting, etc.)
- Any other absence excused by the administration or nursing or counseling faculty

Students and their families should make every effort to use absences judiciously. All student absences that accumulate toward a student's absence limit will be coded as Absent (A) in the school's daily attendance or Truant (Tr) in the case of truancy.

We encourage direct and open communication between CHS and families to ensure a clear understanding of the attendance procedures. In an effort to promote proactive and direct communication, CHS will notify families when their child reaches 4 absences in a single term through direct messaging (phone and email). Supports/interventions can be discussed at that time as well, and to ensure students remain within the absence limits for each term.

Suspensions are not considered absences from school and therefore will not count toward a student's absence limit. Within a reasonable timeframe, when a student returns from suspension, to exceed no more than the length of the suspension, students have the ability to complete and make up all work that is missed for full credit.

If students miss 15 minutes or more of any class, without the teacher's permission, they will be marked as absent for that class, and that absence will count toward the student's absence limit in that class. Students who skip a class, or miss more than 15 minutes of a class without teacher permission, will be subject to consequences in accordance with the Code of Conduct. There may also be academic consequences for skipping class; students may not be permitted to make up work missed during the period of class skipped. This includes tests and quizzes.

## **Attendance and Course Credit**

With the understanding that excessive absences impact a student's ability to extract the full potential of the curriculum, instruction, and assessment offered in a particular course, students who have excessive absences in a course will not receive credit for that course.

Students who exceed their absence limit in a single semester for a particular course will have their credit withheld in that course. Credit will be withheld when a student reaches:

- 16 absences in a semester for a full year or semester course that meets 6 times in the 7-day cycle
- 8 absences in a semester course that meets 3 times in the 7-day cycle
- 4 absences in a quarter-length course that meets 3 times in a 7-day cycle

### **Credit Recovery**

- Students who have had their credit withheld as a result of excessive absences will have the option of recovering those credits. Credit recovery plans will be specific to each individual student, but options for recovering credit may include but are not limited to:
  - Mandatory attendance in before and after school extra help programming or tutoring.
  - Opportunities to regain lost class time.
  - Improved attendance in subsequent marking periods.

### **Attendance and Extracurricular Participation**

Students may not participate in extracurricular or after school activities, to include athletics, if:

- They are absent from school on the day of the event or activity.
- They miss more than one class period on the day of the event or activity. Students who miss more than one class period for reasons related to illness or medical appointments must provide documentation from a medical professional if they wish to participate on the day they missed classes. Students who miss class to attend a funeral may participate after school on the day of their absences.
- They are dismissed by the nurse for reasons related to illness.
- Students who exceed the absence limit in a class may lose extracurricular and social privileges, which may include athletics and performing arts. This includes attendance at school-sponsored dances and athletic and performing arts events. Seniors who exceed the absence limit may lose their senior privileges.

### **Absences and Make-up Work**

- Students will be afforded the opportunity to make-up missed assignments and assessments they miss during absences within the allotted absence limit for that class. The exceptions to this are absences due to skipping class and truancy.
- Students are urged to make up missed work due to absences as promptly as possible. Students will be given one day in excess of the number of days of consecutive absences to complete make-up work. For example, if a student is absent four consecutive days,

upon return to school, the student will be given five days to make up the work missed. Work not completed within this time may receive a zero.

- Students who miss assessments for absences in excess of their allotted absence limit will be expected to complete those assessments immediately upon returning to school or class. If students are afforded the opportunity to take missed assessments after school, then this requirement will take priority over any extracurricular activity or event after school.
- Students may not be permitted to make-up work from any class they miss due to skipping or truancy.

## **Tardy to School**

- Parents or guardians are required to alert the school if students will be late. They should call the office at 781-821-5050 ext. 1 or 2050 in advance and no later than the morning students will arrive late. This notification does not excuse the tardiness. It simply notifies the school that a parent or guardian is aware that a child will be late to school.
- Students arriving to their first period class after the 8:00 bell will need to sign in at the attendance desk and be marked tardy (T) for the day. Students who arrive to school tardy, before 8:15, more than three times in a single term will account for their tardiness in accordance with the Code of Conduct.
- Students who arrive to school after 8:15 will be considered absent for their first period class, and this absence will count against their absence limit in that class. Every subsequent class that a student misses by more than 15 minutes because of their tardiness to school will similarly count as an absence in that class, and this absence will count against their absence limit. Students who arrive to school tardy, after 8:15, without appropriate documentation (i.e. signed doctor's note), will account for their tardiness in accordance with the Code of Conduct stipulation about skipping class.
- Tardiness and extracurricular participation: Students may not participate in extracurricular or after school activities, which may include athletics and performing arts, if they have been tardy to school more than eight (8) times in a single term. This includes tardies before and after 8:15am, and it includes those with or without parental notes or call-ins.

## **Tardy to Class**

- Students who are late to periods 2-6 by less than 15 minutes, without a proper pass, will be held accountable in accordance with the Code of Conduct policy for addressing tardiness.
- Students who are late to class by more than 15 minutes, without a proper pass, will be marked absent for that class and that absence will count against the student's absence

limit for that particular class. Chronic tardiness will be addressed by the assistant principal in accordance with the Code of Conduct stipulation about skipping class.

## **Early Dismissal from School**

- Students who intend to be dismissed from school before the end of the school day must bring a note from home stating the student's full name, grade level, reason for dismissal, and time of dismissal. This note must include a parent or guardian's signature. Students should bring this note to the Main Office before school in the morning. Students who are being dismissed must sign-out in the log in the Main Office just prior to leaving school, noting the time of dismissal.
- Students will be marked absent (A) in any class that they miss due to an early dismissal from school, and this absence will count against the student's absence limit. This includes dismissals to attend pre-scheduled medical appointments.
- If a student is dismissed to observe a religious holiday, participate in a school-sponsored event, or attend a pre-scheduled post-graduation planning visit (i.e. college visit, military recruiting, etc.), the class absences will not count against the student's absence limit. If a student is sent home by the school nursing staff for reasons related to illness, the class absences will not count against the student's absence limit.
- If a student is dismissed because of illness, they are not allowed to attend or participate in any school-sponsored events or activities for that day without prior consent from the principal, or assistant principal.

## **Truancy**

A student will be considered truant for the day when the student is absent from school without parental verification. Absences due to truancy will count against a student's absence limit. Students may not be permitted to make-up any work missed during the period of truancy.

## **Appeal Process**

The purpose of the Canton High School Attendance Policy is to prioritize student attendance and minimize confusion and misunderstanding that could potentially enable poor attendance. The school faculty is aware that unforeseen circumstances, beyond a student's control, can impact attendance, and could possibly lead a student to accumulate absences that exceed the specified limit. The school has established an appeals process that students and their parents or guardians may consider if a student accumulates excessive absences beyond the absence limit. Students and their parents or guardians may consider an appeal if they believe the school should excuse absences that exceed the absence limit.

- All attendance appeals should be presented to the appropriate grade level assistant principal. The appeal should consist of a written explanation of the appeal and why the student and their parents or guardians believe the school should excuse absences that

have exceeded the absence limit. The appeal should include appropriate documentation, especially if the student incurred absences due to unforeseen medical concerns.

- The assistant principal will consult with the school counseling, nursing, and teaching staff before rendering a final decision.
- Only the school administration can excuse absences beyond the absence limit.

## **Ending the School Year Early**

Because of our interest in the educational progress of each Canton High School student, all students are expected to complete the entire school year.

All summer activities or plans must be arranged after the final posted school day, which includes the 5 possible weather-related extension days. Exceptions to this expectation must have the approval of the principal.

# CODE OF CONDUCT

A safe, inclusive, and engaging learning environment is essential to the academic and social-emotional development of all students. A comprehensive education should endow students with the skills to develop and maintain respectful, healthy, and productive relationships among themselves and with faculty members, and should prioritize citizenship and responsible behavior at school and at school-sponsored events.

The purpose of this Code of Conduct is to 1) outline expectations for maintaining positive relationships and upholding the fundamentals of good citizenship within the Canton High School community and 2) establish accountability for students who fail to act as safe, respectful, and responsible community members at school and during school-sponsored events.

The Canton High School Code of Conduct and the potential approaches to accountability for violations of the Code of Conduct apply to students during the school day, when students are on Canton Public Schools grounds, while students are engaged in or attending school-sponsored activities, and while students are traveling to and from school or a school-sponsored activity, whether that be on a school bus, in a personally owned vehicle, walking, riding a bike, or any other individual method of transportation. Students may be held accountable for violations of the Code of Conduct while away from school at other times if the conduct or incident is related to school, adversely impacts the school community, disrupts the school environment, or creates an unsafe environment at school.

## **1. Process for Responding to Code of Conduct violations**

- a. All staff members are responsible for upholding the Code of Conduct, and are encouraged to address concerns about potential violations of the Code of Conduct directly with students and their parents.
- b. In the event that students fail to correct their behavior after a staff member's intervention, potential violations of the Code of Conduct should be reported to the appropriate grade level Assistant Principal, or other staff member in the event that Assistant Principal is not available. This includes staff in the Main Office, the Principal, school counselors, school adjustment counselors, or individual department coordinators. All students will have the opportunity to discuss incidents with their Assistant Principal before any school-based accountability measures are determined.
- c. The reporting staff member will be notified as to the outcome and additional interventions or supports may be implemented to assist the student in refraining from such behaviors in the future.

**2. Accountability.** An essential part of learning is the expectation that students be required to account for the decisions they make and behaviors they engage in. The Canton High School Code of Conduct is rooted in the theory of restorative and progressive accountability and attempts to limit the use of exclusionary accountability practices (i.e. suspension) when appropriate.

- a. Restorative Accountability: Either in lieu of or in conjunction with traditional, progressive accountability practices, the school administration may recommend restorative approaches to accountability, especially when incidents arise as the result of conflict between Canton High School community members.
  - i. Any restorative approach to an incident or conflict will be with the intent to assist a student or students to accept accountability by working with them to 1) acknowledge responsibility, 2) directly engage with the person or people impacted, and 3) agree to a plan to avoid similar incidents or behavior moving forward.
  - ii. A restorative resolution to an incident will also be with the intent to restore a sense of safety and belonging for any Canton High community member impacted by an interaction or incident.
  - iii. Prior to facilitating any restorative response to an incident, the administration will confirm that all parties are willing participants, and have been oriented to the restorative response protocols. Additionally, when possible, the administration will enlist the support of the school counseling faculty, or other sources of student support, to assist with the process.
  - iv. Restorative accountability interventions may consist of but are not limited to:
    - Restorative conferences

- School or community conferences
- Restorative community service
- Additional supports for community members in need
- Restitution
- Academic and social-emotional support upon reentry/return to school

b. Progressive Accountability:

- i. When requiring students to account for their behavior or decisions, the staff may consider consequences that consist of, but are not limited to:

Parental Outreach	<p>The school faculty will prioritize parental engagement when requiring a student to account for violations of the Code of Conduct. This engagement may be in the form of email communication, a phone call, or a meeting.</p> <p>Parents may be required to meet with the school administration when students repeatedly violate the Code of Conduct. This includes violations of the Attendance Policy.</p>
Teacher Detention	Assigned by a classroom teacher and held in their classroom after school; will usually last from 15-60 minutes.
Office Detention	Assigned by an administrator or their designee; will be held in a designated classroom; will be supervised by a designated supervisor; will run between 2:35-3:10pm after school.
Administrative Detention	Assigned by an administrator or their designee; held in a designated classroom; will be supervised by a designated supervisor; will run between 2:35-4:00pm after school.
Confiscation of belongings	If the administration determines that a student has something in their possession that either violates the law or substantially disrupts the learning process for that student or for other students, the administration may confiscate those items.
Withholding of Privileges	<p>This will be determined by an administrator and may include the withholding of privileges during scheduled study halls or participation in extracurricular activities, which may include participation in after school athletics.</p> <p>When appropriate this may also include the suspension or termination of a student's parking pass.</p>
Referral to the School Resource Officer (SRO)	Serving as a liaison between Canton High School and the Canton Police Department, the SRO is a valuable resource in the Canton High School community. The administration may refer students to the SRO when students engage in unsafe or

	unlawful behavior, or when the administration worries that a student's attendance may be the result of unsafe or unlawful behavior or truancy.
Short term Suspension	Will be determined by an administrator; will result in a student's removal from school for no more than ten (10) school days.
Long term Suspension	Will be determined by an administrator; will result in a student's removal from school for more than ten (10) school days.
Emergency Removal	Will be determined by an administrator; will result in a student's temporary removal from school for no more than two (2) school days.
Expulsion	Will be determined by an administrator; will result in a student's enrollment being terminated.

- ii. When considering progressive accountability measures, the administration will consider all relevant facts, which include, but are not limited to 1) previous incidents involving the student, 2) the severity of the disruption caused by a student's actions, 3) the degree of the safety risk or the harm to a student or other students or staff members, and 4) the degree to which a student is willing to change their behavior, or has been willing and able to change their behavior in the past.
- iii. When school administrators consider suspending students from school, as the result of an inappropriate exchange, incident, or behavior, they will adhere to the notification protocols and due process requirements contained in Massachusetts General Law Ch. 71, Sections 37H, 37H1/2, and 37H3/4.

**3. Behavioral Expectations:** The physical and emotional safety of all students and Canton High School community members is a top priority of the Code of Conduct. Additionally, in keeping with the Core Values and Beliefs of the Canton Public Schools, Canton High School community members are expected to foster respectful and responsible relationships and contribute positively to a diverse and inclusive learning environment. Students who detract from these community goals, or fail to act as positive community members, will be required to account for their behavior in accordance with the school's restorative or progressive approach to accountability. Students will not engage in the following list of behaviors.

- Discrimination against a student based on that student's race, color, religion, national origin, ethnic background, gender, sexual orientation, gender identity, or disability status.
- Targeting, ridiculing, or using as a source of humor another student's race, color, religion, national origin, ethnic background, gender, sexual orientation, gender identity, or disability status.

- Create, post, or inappropriately comment on any online or social media item that harasses, threatens, intimidates, abuses, or demeans individuals or groups on the basis of race, ethnicity, religion, gender, gender identity, sexual orientation, creed, national origin, or disability status.
- Possession, intent to possess, consumption, distribution, selling, purchasing, or being under the influence of any drug or drug paraphernalia, alcoholic beverage, or intoxicant of any kind, to include the possession, use, or distribution of tobacco related products, electronic cigarettes, vaping products, and vaping paraphernalia.
- Possession of a weapon of any kind, including, but not limited to knives, blades, guns, or other dangerous instruments such as lighters and pepper spray. This includes the possession of mock weapons.
- Sexually harrasing another person, either by words or actions. This includes words, expressions, or images posted online or on social media platforms.
- The issuance of a criminal complaint charging a student with a felony or the issuance of a felony delinquent complaint.
- Assaulting, fighting, or striking another person, or threatening to assault, fight, or strike another person.
- Profanity, obscenity, discourtesy, or disrespect directed toward school staff members.
- Insubordination, or failure to comply with, or ignoring the requests of a staff member. This includes a student's failure to properly identify themselves when asked by a staff member for their name. It is the expectation of all students that they comply with staff members' directives. If a student disagrees with a directive, they should at first comply and then appeal to their counselor or assistant principal for support.
- Dishonesty, which includes, but is not limited to academic dishonesty (i.e. cheating and/or plagiarism), forgery, and dishonesty about incidents or behavior.
- Theft, or attempts to steal, the belongings of another. This includes the theft or attempt to steal school equipment, materials, or supplies.
- Vandalism or the destruction or attempt to destroy school property or the property of others. This includes the misuse of lockers.
- Leaving the building, school property, or a mandatory school sponsored event without permission.
- Being present in an unauthorized area of the building or the Canton High School campus. This includes, but is not limited to, loitering in bathrooms, unsupervised use of the

athletic facilities before, during, and after school, parking in unauthorized (i.e. faculty) parking spaces, and being in the lower parking lot during school hours.

- Failure to report to an assigned detention, to include assigned teacher detentions.
- Ordering food and having it delivered to school during school hours.
- Disrupting school by pulling a fire alarm or falsely reporting a risk that leads to an emergency response (i.e. a bomb threat).
- Inciting or provoking another student to violate school rules, disrupt school or a school-related event, or engage in dangerous or inappropriate behavior.
- Any behavior not listed above that compromises the discipline and routine of the school day or a school-sponsored event or a person's physical or emotional safety, or that the administration determines is inappropriate for the school environment.

**4. Attendance Expectations:** There are occasions when violations of the school Attendance Policy may also be violations of the Code of Conduct, and students may be held accountable for those violations. The following attendance related concerns are considered violations of the Code of Conduct.

- Tardiness to school, before 8:15am. Students can be assigned an Office Detention if they arrive tardy to school more than three times in a single term. Students who arrive tardy to school more than 8 times in a single term may be ineligible to participate in extracurricular activities, which may include athletics, for the remainder of that term. This includes students who arrive late to school with or without parental notes or call-ins.
- Tardiness to school, after 8:15am. Students who arrive to school after 8:15, without appropriate documentation (i.e. signed doctor's note), have missed more than 15 minutes of class and will therefore be considered to have skipped their first period. These absences will count against the student's absence limit in that class. Additionally, students may be assigned an Office Detention for skipping that class.
- Tardiness to class, by less than 15 minutes. When students arrive late to a class by less than 15 minutes, without a proper pass or permission, that student may receive a Teacher Detention. If a student's tardiness continues, the teacher may submit a referral to the administration.
- Tardiness to class, by more than 15 minutes. When a student arrives late to a class by more than 15 minutes, without permission, that student will be considered to have skipped that class.
- Skipping class. When a student misses more than 15 minutes of a class, without permission, that student has skipped class. The administration will address students who skip class. That absence will count against a student's absence limit for the class.

Additionally, students may receive an Office Detention for skipping class. Students may not be permitted to make-up work or receive credit for work missed as a result of skipping. If students continue to skip class, the administration will consider interventions consistent with a progressive accountability approach.

- Truancy. Students are truant from school when they are absent without parental permission or knowledge. Absences due to truancy will count against a student's absence limit. Students who are truant from school may not be permitted to make-up work or receive credit for work missed during their absence.

When working with students to account for attendance specific violations, the administration will make every effort to avoid exclusionary accountability (i.e. suspension). However, there may be occasions when a student's poor classroom attendance disrupts the school learning environment and compromises the experience of other students. Additionally, there may be cases when students continually fail to account for or improve their poor attendance or tardiness. In these instances, the administration may consider exclusionary accountability.

### **Student Leadership**

Any student who holds a leadership position at Canton High School will be held to a high standard of behavior to maintain their position. If a student leader engages in a significant violation of the code of conduct or exhibits chronic behavioral problems, the principal or designee maintains the right to remove the leadership position from the student.

## **Athletics and Student Activities**

### **Daily Attendance Requirements for Participation (contained in CHS Attendance Procedures)**

Students may not participate in extracurricular or after-school activities, including athletics, if:

1. They are absent from school on the day of the event or activity.
2. They miss more than one class period on the day of the event or activity. Students who miss more than one class period for reasons related to illness or medical appointments must provide documentation from a medical professional if they wish to participate on the day they missed classes. Students who miss class to attend a funeral may participate after school on the day of their absences.
3. They are dismissed by the nurse for reasons related to illness.
4. Students who exceed the absence limit in a class may lose extracurricular and social privileges, which may include athletics and performing arts. This includes attendance at school-sponsored dances and athletic and performing arts events. Seniors who exceed the absence limit may lose their senior privileges.

## **Eligibility Requirements for Athletics and Extra-Curricular Activities**

Canton High School's academic eligibility standards are designed to ensure that students are fully enrolled in school and actively engaged in their course on a consistent basis throughout the school year. These standards apply to all Athletic and Extracurricular Activities at CHS. This includes student clubs/organizations, music, theatre, and interscholastic organizations.

- A student must be enrolled in at least 33 periods of academic courses in a 42-period cycle (students cannot exceed 9 study periods in a 7-day rotation).
- All students must be in school for the final five (5) periods of the day in order to participate in and/or attend an athletic, extracurricular, or any school-sponsored event (on or off school grounds).
- Academic eligibility of all students shall be considered as official only on the published date when report cards for that marking period are to be issued.
- Incomplete grades count as failing until such time as the grade has been officially completed. In some cases involving extenuating circumstances, a student with incomplete grades will be deemed eligible. These cases must be approved by the Athletic Director/Principal.
- Students who are not academically eligible may not participate with the team, band, or other activity in any way.

### **Fall Sports Eligibility (1st marking period)**

Final Course grades from the previous academic year will be used to determine eligibility during the 1st quarter of a year. This is for students entering grades 10-12 or students repeating 9th grade.

Students' final grades from the previous academic year, must meet the following requirements to make them eligible for Fall (1st quarter) participation. The student must earn passing year-long grades in courses totaling at least 28 credits.

### **Eligibility during 2nd, 3rd, and 4th marking period (Winter and Spring seasons)**

Students can receive no more than one failing grade (F) in courses that meet 6 times in a 7-day cycle, or 2 failing grades (F) in courses that meet 3 times in a 7-day cycle and remain eligible for athletics and/or extracurricular activities.

Eligibility is based on grades from the marking period preceding the activity (e.g.- 2nd quarter grades will determine a student's eligibility during the 3rd quarter.)

### ***Examples:***

All examples assume a student meets the 33-period minimum explained above.

**Example #1-** A student who fails one 6-period per cycle class **OR** one or two 3-period per cycle classes would still be ELIGIBLE.

**Example #2-** A student who fails one 6-period per cycle class **AND** one 3-period per cycle class would be INELIGIBLE.

**Example #3-** A student who fails three 3-period per cycle classes would be INELIGIBLE.

## **ATHLETIC DEPARTMENT**

Danny Erickson- Athletic Director

Canton Athletics Blog

Twitter: @CantonAthletics

Canton High School is a member of the Hockomock League and partner-school with the Massachusetts Interscholastic Athletic Association (MIAA).

## **PHILOSOPHY**

The Canton High School Athletic Program promotes education through the medium of physical activities. It makes its contribution to the growth and development of youth physically, mentally, emotionally, and socially. **The Canton High School Athletic Program is open to ALL students.**

First and foremost, Canton High School is an academic institution. Satisfactory classroom standing must be maintained at all times by students exercising the privilege of athletic participation. Additional help/support in academic areas is encouraged by all members of the athletic staff. Prior arrangements must be made with the head coach of that sport if practice time is to be affected for any reason.

The importance of enforcement of all regulations should be apparent. High standards for conduct and citizenship are essential in maintaining sound athletic programs. It is our intent to preserve rules that reasonably pertain to the health and safety of the individual and to the orderly conduct of sports.

**RULES AND REGULATIONS OF CANTON HIGH SCHOOL ARE FOR ALL STUDENTS REGARDLESS OF RACE, COLOR, RELIGION, NATIONAL ORIGIN, GENDER IDENTITY, SEX, SEXUAL ORIENTATION, AGE OR DISABILITY.**

## **Release of Liability Form and Requirements**

Students participating in voluntary co-curricular activities, including but not limited to intra mural or interscholastic athletics, are required to return a signed release of liability to the director of the event/activity prior to engaging in the activity, event, or the commencement of the athletic season. As these activities are voluntary, the student's participation in an event, activity, or athletic season is conditioned upon receipt of the signed and returned release of liability form. Massachusetts law permits use of such releases for school-related voluntary co-curricular activities, including but not limited to athletics. Release forms will be distributed by the Athletic Director and/or by the administrator overseeing activities.

The student's participation in any co-curricular activity, including but not limited to intra-mural or interscholastic athletics of any nature, is conditioned on compliance with all applicable laws, district policies (including but not limited to policies relative to student conduct and discipline, bullying, hazing, harassment, and discrimination), all MIAA policies, and district values and behavioral expectations. In the interest of student safety and compliance with these laws, policies, values, and expectations, coaches and/or other school staff will routinely monitor locker room activities. Such monitoring may include physical presence by coaches or other staff in locker rooms. While monitoring students in locker rooms, all coaches and staff will give appropriate consideration to student privacy. Students seeking increased privacy when changing clothes/uniforms may utilize individual stalls and/or privacy curtains or screens where available, and are encouraged to address any privacy related concerns with the coach or building principal.

## **Attendance Requirements (as noted in the Attendance Procedures page)**

Student-athletes are reminded that Canton High School is an academic institution and that a full day of classes is expected of all students. Athletic participation is a privilege and adherence to our Attendance Procedures is required. The following criteria apply to all athletic and extracurricular eligibility:

Students may not participate in extracurricular or after-school activities, including athletics, if:

- They are absent from school on the day of the event or activity.
- They miss more than one class period on the day of the event or activity. Students who miss more than one class period for reasons related to illness or medical appointments must provide documentation from a medical professional if they wish to participate on the day they missed classes. Students who miss class to attend a funeral may participate after school on the day of their absences.
- They are dismissed by the nurse for reasons related to illness.
- Students who exceed the absence limit in a class may lose extracurricular and social privileges, which may include athletics and performing arts. This includes attendance at

school-sponsored dances and athletic and performing arts events. Seniors who exceed the absence limit may lose their senior privileges.

## **RULES, REGULATIONS, AND CODE OF CONDUCT FOR CHS STUDENT-ATHLETES**

Canton High School is an active member of the Massachusetts Interscholastic Athletic Association (henceforth referred to as the MIAA) and has agreed to conform to all of its rules and regulations governing high school athletics. Canton High School is also an active member of the Hockomock League and adheres to the constitution and by-laws of that league. Student-athletes should be aware of the rules and regulations of the above-mentioned organizations. MIAA rules can be found at [www.miaa.net](http://www.miaa.net).

**The following Canton High School Athletic rules, regulations and expectations of conduct are also to be adhered to by all interscholastic team members:**

- Athletes who, in the opinion of their coach, the Athletic Director, or the Principal, have acted in a way that violates the spirit of sportsmanship, teamwork, or the positive nature of competition, may be suspended or dismissed from a team. This is not limited to on-field behavior.
- Attendance is mandatory at both practices and games. All absences from practices or games must be approved **in advance** by the Head Coach. Unexcused absences may result in a game/contest suspension. A second unexcused absence in a season may result in further suspension or dismissal from the team. Missing a practice because of detention is not an excused absence.
- Family vacations are not excused absences, and we ask that every effort be made by families not to schedule such vacations during the school sports season. While it is understood that sometimes families have little choice as to when they are able to travel as a unit, students who miss games or practices due to family vacation **may** serve a minimum of a one-game suspension for each game missed.
- Canton High School adheres to the MIAA's Good Citizen Rule- "Student-athletes may not represent their school if they are on in-house or out-of-house disciplinary suspension. A suspended student is ineligible for practice or competition for at least the number of days (or partial days) of the suspension." Canton High School's policy is that a Good Citizen athletic suspension must be served whether or not there was a practice or game on the day of the suspension. If no team practice or game is scheduled on the day of the suspension, students will serve their athletic suspension on the day of the next practice or game.
- Courtesy and obedience must be shown to all staff members and officials. Insubordination or insolence will not be tolerated. Any such violations may result in suspension or dismissal, depending on the seriousness of the violation.

- On athletic bus trips, all team members must go and return on the team bus, unless granted permission by the coach. In order for the coach to grant permission, 1. a permission note signed by the parent or guardian must be given to the AD/principal *before* the trip. 2. students may only go or return with their own parents/guardians.
- Destruction or vandalism of personal, athletic, or school property will result in suspension or dismissal from the team, depending on the severity of the act.
- Student-Athletes are responsible for all equipment or uniforms issued to them. Student-Athletes who lose or damage equipment will be required to pay replacement costs for comparable equipment. Student-Athletes who do not return equipment or pay replacement costs lose eligibility to play any other sports.
- Appearance while representing the school shall be reasonable and neat at all times. Coaches may refuse to take players to an away game if their appearance would discredit the school.
- Student-Athletes are expected to represent their teams and school in a positive, professional manner when attending other school contests as spectators. Athletes whose actions as spectators are embarrassing to their team or offensive may be suspended or dismissed from their team.
- Hazing is illegal and will not be tolerated in any form. (See complete Hazing policy)
- No student-athlete will be allowed to practice or play unless the athletic office has a copy of a recent physical exam report on file. (For purposes of this rule, the copy on file will expire 13 months from the date of the physical exam.)
- If a player visits a doctor for an injury sustained through participation in Canton High School athletics, that athlete will not be allowed to resume participation without a note from a medical professional. Final clearance is determined by the Athletic Trainer.
- The Head Coach may make decisions for dismissal or extended suspensions from a sport for infractions of the athletic code. Appeals of said dismissals or suspensions may be made to the athletic director.
- Parents/guardians are responsible for picking up their children at the conclusion of games and practices. The supervisory responsibilities of team coaches within the town of Canton conclude at the end of practices or games. For out-of-town competitions, the supervisory responsibilities of coaches conclude once the team has returned to CHS.
- While transportation is provided to CHS activities outside of Canton, it is the responsibility of the parent/guardian of the student-athlete to provide transportation to and from events that occur within Canton.
- Families of student-athletes who are injured while participating in Canton High School athletics must use their own health insurance to cover any medical bills. Certain bills that are not covered by personal health insurance may be covered under a school plan. In such cases, the CHS Athletic Trainer should be contacted for insurance information.
- All students are reminded that athletic practices/contests are extensions of the school day. All school rules apply as well.

## **ATHLETIC DEPARTMENT DRUG AND ALCOHOL, and TOBACCO ABUSE POLICY (MIAA's Chemical Health Policy)**

The use, possession, sale or distribution of alcoholic beverages and controlled substances is forbidden by state law. It is also obvious that use of such chemicals is a detriment to the health and performance of student-athletes. Therefore, Canton High School's Athletic Department takes the issue of chemical use and abuse very seriously.

From the earliest fall practice date to the conclusion of the academic year or final athletic event - whichever is latest - a student shall not, regardless of the quantity, use, consume, possess, buy/sell, or give away any beverage containing alcohol, marijuana, steroids, tobacco, or any controlled substance.\* This policy includes products such as "non alcoholic (NA) or near beer", tobacco, vaping and vaping paraphernalia, and electronic cigarettes. It is not a violation for a student to be in possession of a legally defined drug specifically prescribed for the student's own use by the student's doctor.

If a student in violation of this rule is unable to participate in interscholastic sports due to injury or academics, the penalty will not take effect until that student is able to participate again.

**FIRST VIOLATION:** When the Principal confirms, following an opportunity for the student to be heard, that a violation occurred, the student shall lose eligibility for the next consecutive interscholastic contests (regular season and tournament) totaling 25% of all interscholastic contests in that sport. All fractional parts of an event will be dropped when calculating 25% of the season. Students are expected to continue practicing with their team while serving the suspension.

If the student is captain/captain-elect of a *current sport or another sport*, that position will be rescinded.

**SECOND VIOLATION and subsequent violations:** When the Principal confirms, following an opportunity for the student to be heard, that a second violation has occurred in a single school year, the student shall lose eligibility for the next consecutive interscholastic contests (regular season and tournament) totaling 60% of all interscholastic contests.

If the student chooses to participate in an approved chemical dependency or treatment/diversion program, the student may be certified for reinstatement in MIAA activities after a minimum of 40% of events provided the student was fully engaged in the program throughout the penalty period.

**Both the First Violation and Second Violation periods of suspensions may carry over to subsequent seasons or academic school years if not served to completion.**

\*It is important for both students and parents to be aware of the dangers associated with posting photos on social media. Several times in recent years CHS student-athletes have served athletic suspensions for photos which show students violating the substance abuse policy. Students and parents need to be aware that these sites are only semi-private and can lead to serious problems if not maintained in a respectful manner.

#### **RIGHTS AND RESPONSIBILITIES OF COACHES AND PLAYERS (A POLICY OF THE CANTON SCHOOL COMMITTEE)**

1. The coach has the right to evaluate and select players based on the individual's ability, attitude, commitment, and potential for improvement.
2. The coach has a right to discipline any player who has violated the Rules, Regulations, and Code of Conduct established by the Athletic Department and approved by the School Committee. It is expected that the behavior of team members will reflect well on the school and on the townspeople.
3. Each athlete will be informed of, and expected to adhere to, the Rules, Regulations, and Code of Conduct as well as the written rules established by the coach and approved by the Athletic Director and the Principal.
4. Within one week of the coach's decision, an appeal of suspension or dismissal of a team member may be made in writing, first, to the Athletic Director and then, if necessary, to the Principal.
5. The coach will emphasize the importance of academics. Each athlete shall have ample opportunity to attend extra help and/or make-up sessions.

#### **Clubs and Student Activities**

- Student clubs and activities are driven by student interest and are open to ALL students.
- Clubs and activities must have a faculty advisor who is available to supervise and support club meetings and programs.
- Clubs that are interested in hanging flyers, running donation drives or fundraisers, and/or reserving school spaces for events must get the approval of an assistant principal.
- Students wishing to start a new club should write a proposal and meet with the principal or designee.

#### **[Current List of Clubs/Student Activities for the 2022-2023 School Year](#)**

