Office Hours
Principal’s Office 7:30 AM – 4:00 PM
Dean of Students’ Office 7:30 AM – 3:30 PM
All Other Offices 8:00 AM – 4:00 PM

Telephone Numbers
Mr. Karl Ertle, President (330) 929-4205, Ext. 105
Fr. Mark Carr, S.J., Principal (330) 929-4205, Ext. 117
Mrs. Jane Rafferty, Assistant Principal for Academics (330) 929-4205, Ext. 115
Mr. Sean Lynch, Assistant Principal for Faculty and Student Formation (330) 929-4205, Ext. 123
Ms. Julie Hudec, Dean of Students (330) 929-4205, Ext. 111
Mr. Gerald Rardin, Dean of Students (330) 929-4205, Ext. 112
Reception (330) 929-4205 (800) 686-4694, toll free
Attendance Voicemail (330) 929-4205, Ext. 250
Fax Number (330) 929-9749

4550 Wyoga Lake Road, Cuyahoga Falls, Ohio 44224
# Table of Contents

<table>
<thead>
<tr>
<th>Section</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mission of Walsh Jesuit</td>
<td>3</td>
</tr>
<tr>
<td>Graduate at Graduation</td>
<td>4</td>
</tr>
<tr>
<td>Academics</td>
<td>7</td>
</tr>
<tr>
<td>Graduation Requirements</td>
<td>7</td>
</tr>
<tr>
<td>Course Load</td>
<td>7</td>
</tr>
<tr>
<td>Honors and AP Courses</td>
<td>7</td>
</tr>
<tr>
<td>Schedule Change</td>
<td>8</td>
</tr>
<tr>
<td>Grades</td>
<td>9</td>
</tr>
<tr>
<td>Academic Honors</td>
<td>10</td>
</tr>
<tr>
<td>Academic Probation</td>
<td>10</td>
</tr>
<tr>
<td>Summer School</td>
<td>11</td>
</tr>
<tr>
<td>Learning Differences</td>
<td>11</td>
</tr>
<tr>
<td>Semester Exams</td>
<td>11</td>
</tr>
<tr>
<td>Diplomas and Transcripts</td>
<td>12</td>
</tr>
<tr>
<td>Textbook Policy</td>
<td>12</td>
</tr>
<tr>
<td>Christian Service Program</td>
<td>14</td>
</tr>
<tr>
<td>Tuition and Fees</td>
<td>15</td>
</tr>
<tr>
<td>Digest of Student Rules</td>
<td>16</td>
</tr>
<tr>
<td>Attendance</td>
<td>16</td>
</tr>
<tr>
<td>Early Dismissals</td>
<td>17</td>
</tr>
<tr>
<td>Closing School</td>
<td>17</td>
</tr>
<tr>
<td>Student Appearance</td>
<td>17</td>
</tr>
<tr>
<td>School Discipline</td>
<td>19</td>
</tr>
<tr>
<td>Transportation</td>
<td>21</td>
</tr>
<tr>
<td>Campus and Security</td>
<td>22</td>
</tr>
<tr>
<td>Academic Integrity Policy</td>
<td>23</td>
</tr>
<tr>
<td>Technology</td>
<td>25</td>
</tr>
<tr>
<td>Acceptable Use Policy</td>
<td>28</td>
</tr>
<tr>
<td>Learning Differences Policy</td>
<td>31</td>
</tr>
<tr>
<td>Harassment, Bullying, and Hazing</td>
<td>42</td>
</tr>
<tr>
<td>Other Matters</td>
<td>44</td>
</tr>
<tr>
<td>Health Services</td>
<td>47</td>
</tr>
<tr>
<td>Extracurricular Code</td>
<td>51</td>
</tr>
<tr>
<td>Extracurricular Eligibility</td>
<td>51</td>
</tr>
<tr>
<td>Athletic Codes</td>
<td>52</td>
</tr>
<tr>
<td>FERPA</td>
<td>55</td>
</tr>
<tr>
<td>Permission Slip</td>
<td>56</td>
</tr>
<tr>
<td>Daily Schedules</td>
<td>57</td>
</tr>
</tbody>
</table>
MISSION STATEMENT

Walsh Jesuit, a Catholic, college preparatory high school in the spirit of Saint Ignatius of Loyola, reaches beyond academic excellence to develop competence, conscience, and compassion within its graduates. As a Christ-centered community, we strive to be “men and women for others.”

Motto: Men and Women for and With Others
Colors: Maroon and Gold
Nickname: Warriors

Walsh Jesuit High School welcomes students without regard to race, gender, religion, color, national, and ethnic origin to all activities, programs, privileges, and rights offered within its operation.
PROFILE OF THE WALSH JESUIT
GRADUATE AT GRADUATION

1. Introduction

As one of 52 Jesuit secondary schools in the United States, Walsh Jesuit High School shares in the characteristics of Jesuit education that bind each of these schools to a common vision and common goals. The focus of this Jesuit vision is to provide the fullest possible human development during four years of study. At graduation, the graduate of a Jesuit high school should be open to growth, intellectually competent, religious, loving, and committed to doing justice.

These characteristics formed the basis for the Profile of the Graduate of a Jesuit High School, originally published by the Jesuit Schools Network in 1981. Each Jesuit high school across the country then involved its faculty, administrators, parents, and Boards of Trustees in adapting this Profile to its individual circumstance. The efforts of Walsh Jesuit, in the early 1980’s, resulted in the publication of the Profile of the Walsh Jesuit Graduate at Graduation. This document sets forth the philosophy by which our everyday ministry of teaching at Walsh Jesuit is to be guided.

The Profile remains our guide to this day. It is neither a definitive nor a final statement. Rather, it serves as an effective instrument by which our educational work is continually challenged and updated and by which all Jesuit schools in the United States can claim a common perspective.

The four years an adolescent spends in high school are a time of tremendous physical, spiritual, emotional, and intellectual growth. The characteristics of a Walsh Jesuit graduate presented in the following pages express the commitment of our faculty and staff to our students to a level of maturity marked by Christian love and compassion centered on Jesus Christ. We invite the parents to share in their journey as envisioned by the characteristics of Jesuit education at Walsh Jesuit High School.

2. Profile

In one sense, the graduate is a threshold person who is on or rapidly approaching the threshold of young adulthood. The world of childhood has been left behind definitively. The movement from childhood toward adulthood has involved anxiety, awkward embarrassment, and fearful first steps into sexual identity, independence, first love, first job, and sometimes first lengthy stay away from home. It has also involved physical, emotional, and mental development which brought out strengths, abilities, and characteristics which adults and peers begin to appreciate.

Fluctuating between highs and lows of fear and confidence, love and loneliness, confusion and success, the Walsh Jesuit graduate has negotiated during these years many of the shoals of adolescence. On the other hand, the maturity of the college senior has not been reached. During the senior year of high school, especially, the Walsh Jesuit student is beginning to awaken to complexity and to discover many puzzling things about the adult world. Each student is still a “threshold person;” however, one who is entering adulthood cautiously, an immigrant eager to find the way.

In describing the Walsh Jesuit graduate under five general categories, we chose those qualities which seem most desirable not only for this threshold period, but also those which seem most desirable for adult life. These five general categories sum up the many aspects or areas of life most in accord with a full adult living the Christian faith. Whether one conceives of the desirable qualities of a graduate of Walsh Jesuit under the rubric of a “Man and Woman for Others” or simply as a fully mature Christian, the qualities summed up under the five categories below appear to be the kind of qualities—granted that they are not fully developed in late
adolescence—which cumulatively point in the direction of the kind of person who can live an adult Christian life throughout this century.

Obviously, all the characteristics described are in dynamic interaction; the division into the five categories simply provides a helpful way to analyze and describe the graduate. Some overlapping is evident because in fact many of these qualities are mutually interrelated and intertwined.

Walsh Jesuit seniors will reflect growth in the direction of this profile of the graduate with considerable variability and unevenness. This generalized description gives the school something at which to aim even though not all students will fully achieve all the levels of growth described in this profile.

A. Open to Growth

The Walsh Jesuit High School student at the time of graduation has matured as a person—emotionally, intellectually, physically, socially, religiously—and assumes some responsibility for personal growth. The graduate is beginning to reach out in his or her development, seeking opportunities to stretch one’s mind, imagination, feelings, and religious consciousness.

B. Intellectually Competent

The Walsh Jesuit graduate will exhibit an appropriate mastery of the fundamental tools of learning and will be on the way to honing emerging intellectual skills for more advanced levels of learning. Moreover, the student is beginning to see the need for intellectual integrity in such other areas of concern as the quest for religious truth and for social justice.

C. Religious

The Walsh Jesuit graduate will have a basic knowledge of the major doctrines and practices of the Catholic Church. The graduate will also have examined his or her personal religious feelings and beliefs with a view to choosing a fundamental orientation toward God and a relationship with a religious tradition and/or community. What is said here, respectful of the conscience and religious background of the individual, applies to the non-Catholic graduate of Walsh Jesuit as well. The level of theological understanding of the Walsh Jesuit graduate will naturally be limited by the student’s level of religious and human development.

D. Loving

The Walsh Jesuit graduate is well on the way to establishing his or her own identity. The graduate is also on the threshold of being able to move beyond self-interest or self-centeredness in relationships with significant others. In other words, the student is beginning to be able to risk some deeper levels of relationship in which one can disclose self and accept the mystery of another person and cherish that person. Nonetheless, personal attempts at loving are still awkward and relatively superficial; the graduate is clearly beyond childhood but has not yet arrived at the confidence and freedom of a mature person.

E. Committed to Doing Justice

The Walsh Jesuit graduate has achieved knowledge of the needs of local and wider communities and is preparing for the day when he or she will take a place in these communities as a competent, concerned and responsible member. The graduate recognizes within self the potential for doing injustice and has begun to see injustices in some of the surrounding social structures. The graduate has begun to acquire the skills and motivation necessary to live this commitment. Although this attribute will come to fruition in mature adulthood, some characteristics will have begun to manifest them earlier.
3. Application

In order to help students grasp and apply these characteristics, each student is required to participate in a “Graduate at Graduation Interview” with at least one parent/guardian and a member of the Graduate at Graduation Interview Team (a member of the faculty or administration) at some point during their sophomore year, as a condition for graduation. The Interview is grounded in the Ignatian Pedagogical Paradigm of: Context, Experience, Reflection, Action, and Evaluation. The Context of the Interview is in a desire for *cura personalis*, to take time out of our busy schedules to not only get to know our students in a deeper manner, but to also provide an avenue of dialogue, challenge, and affirmation among the student and his or her parent(s). The Interview itself is the Experience, bringing student, parent, and school together outside of the classroom for meaningful dialogue and growth. During the Interview, students will be asked to Reflect on how they have grown in each of the five categories, as well as describe what each of these characteristics means to them. Students will then be asked to take action by making goals in each of the five categories for how they desire to grow further by their graduation and beyond. Lastly, the Interview provides an avenue of Evaluation for the student, parent(s), and school by providing a forum to ask questions, raise concerns, and provide feedback as to the academic, spiritual, athletic, and extra-curricular aspects of Walsh Jesuit.

4. Conclusion

In presenting this profile, it must also be recognized that the influence of Walsh Jesuit on the student’s growth is limited. Influences, frequently out of the control of the school, such as family, friends, the youth culture, and the general social environment in which one lives, will hinder or foster the student’s growth. But insofar as Walsh Jesuit can intentionally bring its resources to bear on fostering the student’s growth in the direction of the profile, it must do so.

It must be recognized that in adopting this profile of the ideal graduate, we are suggesting that this is the legitimate and necessary goal for Walsh Jesuit High School. The goal of influencing the student’s growth in all five areas described in the profile can mean far more attention to formational activities throughout the total school program, as well as the introduction or recasting of some of the academic material of the curriculum. It will mean a more thorough integration of formational concerns with academic concerns as Walsh Jesuit High School tries to foster the development of the total Christian person during his or her years at our school.
ACADEMICS

Graduation Requirements

In order to graduate from Walsh Jesuit High School, a student must earn a minimum of 25.5 credits as indicated below:

<table>
<thead>
<tr>
<th>Subject</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>English</td>
<td>4.0</td>
</tr>
<tr>
<td>Foreign Language</td>
<td>2.0</td>
</tr>
<tr>
<td>Mathematics</td>
<td>4.0</td>
</tr>
<tr>
<td>Science</td>
<td>3.0</td>
</tr>
<tr>
<td>Social Science</td>
<td>3.5</td>
</tr>
<tr>
<td>Theology</td>
<td>4.0</td>
</tr>
<tr>
<td>Health &amp; Phys Ed</td>
<td>1.0</td>
</tr>
<tr>
<td>Speech</td>
<td>0.5</td>
</tr>
<tr>
<td>Fine Arts</td>
<td>1.0</td>
</tr>
<tr>
<td>Financial Literacy</td>
<td>0.5</td>
</tr>
<tr>
<td>Electives</td>
<td>2.0</td>
</tr>
</tbody>
</table>

Graduation Requirement: 25.5 Credits

In addition, Walsh Jesuit requires satisfactory completion of the following programs:

- Christian Service Program – 85 hours of total service (Freshmen 15, Sophomore 20, Junior 25, Senior 25)
- Companions Program – a mission-based program focused on appropriating the grad-at-grad qualities into students’ lives (required beginning with the Class of 2020),
- Senior Experience – a 3-week career/vocational exploration program culminating in a project

Exceptions to the above may be made in case of transfer students.

If passing grades are not attained, students will not be permitted to participate in the regular Baccalaureate and Commencement exercises, nor will they receive a Walsh Jesuit diploma until the requirement has been satisfied. (Make-up work for failures cannot be done during Senior Experience.)

Graduating seniors must attend the Baccalaureate Mass in order to walk at the Graduation ceremony. Students who misbehave during either of the ceremonies may have their Walsh Jesuit diploma withheld. Because Walsh Jesuit does not rank students according to grade, starting with the graduating class of 2008, there will be no designated valedictorian or salutatorian.

Course Load

Each student must take a minimum of six courses each semester. While Walsh Jesuit is strongly committed to working in partnership with parents and students in the course selection process, Walsh Jesuit reserves the right to make final decisions regarding course selections for students.

In order to advance from year to year, a student must have earned six credits at the end of each year. Students who do not meet this minimum requirement, may be required to attend summer school to make up the need credits before advancing to the next grade level, or be asked to not return to Walsh Jesuit for the following year.

Honors and Advanced Placement Courses

Some courses are designated as honors or Advanced Placement (AP). Walsh Jesuit encourages students to take honors and AP courses. In these courses, the pace is more rigorous and the expectations of students...
greater than in regular college prep level courses. Honors and AP courses expect their students to read more, write more, and take-on additional assignments. Whereas some regular college prep level courses accept late work, provide opportunities for resubmitting work, and allow students to retake some assessments, these practices generally are not part of this rigorously paced honors and AP level courses. Honors and AP students are expected to participate more actively in class discussions and to have a strong record of school attendance. Students should seek balance in their academic course load, their co-curricular activities, and their personal lives. Because of the added rigor, grades earned in honors level courses are weighted +.25 grade points. Advanced Placement courses are weighted +.50 grade points.

**Advanced Placement** courses are classes that offer high school students' college-level curricula approved by the College Examination Education Board. In May of each year, Walsh Jesuit students enrolled in an AP course take a subject specific exam prepared and scored by the College Board. Universities may elect to award college credit and/or placement in higher level courses to students who have achieved a specific level of proficiency on AP exams. In considering AP, students should understand that these classes are college level courses with commensurate workload and independent study. School policy limits students to a maximum of 3 AP courses each semester. Students may petition the Assistant Principal for Academics for permission to take additional AP courses during a given year.

All students enrolled in AP courses must take the AP exam in the spring, with exceptions only in rare circumstances. Parents will be billed by the school for the exam fee (approximately $95) during Semester 2. Based on Federal Income Guidelines financial aid is available for those who qualify. Regardless of exam score, participation in an AP course will still result in excellent preparation for the comparable course in college.

Walsh Jesuit offers the following AP courses:

- AP Biology
- AP Calculus AB
- AP Calculus BC
- AP Chemistry
- AP English Language & Composition
- AP English Literature & Composition
- AP Environmental Science
- AP European History
- AP Macroeconomics
- AP Physics 1
- AP Physics C: Mechanics
- AP US Government & Politics
- AP United States History

**Schedule Change and Course Withdrawal Policy**

Course selection forms, approved by parents, indicate a commitment to complete the courses (or alternate courses) listed on the form. The spring course selection process is the final opportunity to make course selection decisions; the student is then committed to completing scheduled courses. As such, it is vital that course preferences are accurate and that course loads are reasonable and balanced.

Careful planning is an important part of student scheduling. Walsh Jesuit will do its best to accommodate student course preferences; however, not every course selection may be satisfied.

Once scheduled, schedule changes will be made only in special circumstances (medical needs, course failure, documented learning differences, etc.). Requests for specific teachers or free periods cannot and will not be honored.

Walsh Jesuit typically requests consultation from the school counselor, student, parent, and teacher before making changes. Final approval for all schedule changes will be made by the Assistant Principal for Academics. Changes to a student's schedule must be made on the following timeline:
Schedule corrections for an upcoming semester must take place by the second Friday of August for the fall semester and, for the spring semester, before semester exams in December.

Students may drop courses for the current semester only during the first three weeks of each semester, and only under special circumstances.

The school may consider course changes if a student has been placed in a course inappropriate for a student’s background or talent. It may consider withdrawals if a student becomes seriously ill or faces unique personal circumstances. Discussions with the Assistant Principal for Academics about moving a student between levels of a course should be initiated by the teacher or guidance counselor. Students, parents and school counselors are asked to consult students’ academic records in MyWJ to ensure the student meets his graduation requirements and to make appropriate course load decisions. Walsh Jesuit requires that students take a minimum of six courses per semester (and six credits per year).

(N.B. Seniors may be required to notify colleges of any schedule change that has been approved.)

**Grading Scale and Information**

Students are evaluated quarterly with the letter grades A, B, C, D, (and plus and minus of each) and F. Grade point averages are computed on a 4.3 scale. A system of weighted grades provides additional grade point credit to those students taking advanced placement courses. The following grade scale is used by each teacher in each course.

<table>
<thead>
<tr>
<th>LETTER</th>
<th>NUMERICAL RANGE</th>
<th>COLLEGE PREPARATORY GRADE POINT</th>
<th>WEIGHTED GRADE POINT: HONORS COURSES</th>
<th>WEIGHTED GRADE POINT: AP COURSES</th>
</tr>
</thead>
<tbody>
<tr>
<td>A+</td>
<td>100, 99, 98</td>
<td>4.3</td>
<td>4.55</td>
<td>4.8</td>
</tr>
<tr>
<td>A</td>
<td>97, 96, 95</td>
<td>4.0</td>
<td>4.25</td>
<td>4.5</td>
</tr>
<tr>
<td>A-</td>
<td>94, 93</td>
<td>3.7</td>
<td>3.95</td>
<td>4.2</td>
</tr>
<tr>
<td>B+</td>
<td>92, 91, 90</td>
<td>3.3</td>
<td>3.55</td>
<td>3.8</td>
</tr>
<tr>
<td>B</td>
<td>89, 88, 87</td>
<td>3.0</td>
<td>3.25</td>
<td>3.5</td>
</tr>
<tr>
<td>B-</td>
<td>86, 85</td>
<td>2.7</td>
<td>2.95</td>
<td>3.2</td>
</tr>
<tr>
<td>C+</td>
<td>84, 83, 82</td>
<td>2.3</td>
<td>2.55</td>
<td>2.8</td>
</tr>
<tr>
<td>C</td>
<td>81, 80, 79</td>
<td>2.0</td>
<td>2.25</td>
<td>2.5</td>
</tr>
<tr>
<td>C-</td>
<td>78, 77</td>
<td>1.7</td>
<td>1.95</td>
<td>2.2</td>
</tr>
<tr>
<td>D+</td>
<td>76, 75</td>
<td>1.3</td>
<td>1.30</td>
<td>1.3</td>
</tr>
<tr>
<td>D</td>
<td>74, 73, 72</td>
<td>1.0</td>
<td>1.00</td>
<td>1.0</td>
</tr>
<tr>
<td>D-</td>
<td>71, 70</td>
<td>0.7</td>
<td>0.70</td>
<td>0.7</td>
</tr>
<tr>
<td>F</td>
<td>69 or less</td>
<td>0.0</td>
<td>0.00</td>
<td>0.0</td>
</tr>
</tbody>
</table>

If a student receives an incomplete (INC) grade for a course, he/she must complete the course requirements within a designated time period (normally five class days). If the course is not completed in the time allotted, the student will be assigned a failing grade. Any exceptions to this time table must be in writing from the Assistant Principal for Academics.

Walsh Jesuit is committed to updating grade information in the online MyWJ system eight times each year: at the four mid-quarter progress report times, and at the end of each quarter and semester. Quarter grades are figured as a combination of a student’s test and quiz scores, class work and participation, and homework. Semester grades are calculated through a weighted averaging of the quarter and semester final exam.

At times, conflicts or disagreements between student and teacher may develop over assignments or grades or as the result of personality differences. The following steps must be followed to resolve these difficulties:
• The student should discuss the issue with his teacher first. Most difficulties can be resolved at this level.
• If the difficulty is not resolved, the student should consult his/her guidance counselor.
• If there is still no resolution, the student's parent or guardian may speak with the teacher and guidance counselor. At this point the department chair may be included in the discussion.
• As a matter of standing policy, the Assistant Principal for Academics and Principal will not speak to students or parents about student-teacher difficulties until both student and parent have spoken to the teacher, guidance counselor, and department chair.

State of Ohio Academic Honors Diploma

Walsh Jesuit’s graduation requirements surpass those mandated by the State of Ohio. Students may gain state recognition for exceeding the school’s and state’s graduation requirements by earning an Academic Honors Diploma. In addition to Walsh Jesuit’s graduation requirements, students must meet all but one of the following criteria:

- .5 additional credits in Social Studies (Financial Literacy counts towards Social Studies credits)
- 1 additional credit of Science
- 3 credits in any one foreign language, or 2 credits in each of two foreign languages
- achieve a GPA of 3.5 on a 4.0 scale
- score a 27 or higher on the ACT, or a 1280 or higher on the SAT

Academic Honors

At the end of each semester, Walsh Jesuit recognizes students who earn a cumulative semester GPA of 3.75 or above with First Honors, and those who earn a cumulative semester GPA of 3.3 or above with Second Honors. Academic honors are not awarded for either the first or third quarters. Honors are awarded based on semester grades; these are the only grades which appear on students’ official transcripts.

National Honor Society

Students invited into Walsh Jesuit Dulles Chapter of the National Honor Society (NHS) must have a minimum cumulative GPA of 3.75 (weighted, if applicable) at the end of their sophomore year. (Transfer students may receive an invitation to NHS after a mid-year review of their progress.) To maintain membership, during the year of acceptance, students must log 15 hours of service in addition to the hours completed in the Christian Service Program. NHS members maintain a clean disciplinary record.

Continuation Courses

Some year-long courses are considered continuation courses, that is, the second semester’s content is a continuation of and a building on the first semester’s work. A student who fails the first semester of a year-long course, but passes the second semester, will receive credit for the entire year. The F received first semester will be changed to a D-.

Academic Probation

Walsh Jesuit uses a system of academic probation for those students who are not performing at a satisfactory level academically. A student whose quarter or semester GPA is 1.6 or below will be placed on academic probation. Probationary students who fail to demonstrate academic progress in subsequent semesters will be considered for dismissal at the end of the year. In certain cases, students may be reviewed for dismissal at the end of the fall semester.
Student on academic probation:

- Will have mid-quarter progress report information available online
- Will be assigned to a mandatory silent study hall during free periods
- Are ineligible for interscholastic athletic or extra-curricular competition, school trips, and various other extra-curricular activities. (Student may continue to participate in practices.)
- May be assigned to the Academic Resource Center in place of a study hall or free period
- May be denied senior privileges

Flexible Credit Policy

It will be the provisional policy of Walsh Jesuit High School to welcome applications for flexible credit from its students. Each application filed appropriately on the school’s request form, will be acted upon by the Assistant Principal for Academics. The decisions made under this provisional policy for the academic school year will be without prejudice of precedent. The provisional policy will be reviewed annually and adjusted according to need specified by the Principal, upon consultation with the Assistant Principal, until such a time that the State of Ohio Department of Education promulgates a permanent and stable policy.

Summer School

Students wishing to take enrichment courses during the summer months must receive written permission from the Assistant Principal for Academics prior to enrolling in summer school courses.

Students who fail a requisite course may be required to take an equivalent summer school class to make up the necessary credit. Students must make up failures before returning for classes the following year.

Transcripts of completed summer school course work must be forwarded to the Principal's Office by September 1st. While transfer credits may be granted toward graduation requirements, only courses completed at Walsh Jesuit will be included in students’ GPA.

Policy for Student with Documented Learning Differences and Special Needs

Walsh Jesuit High School is committed to supporting eligible students who need limited learning supports to be successful in a college preparatory high school. Walsh Jesuit maintains a Policy for Students with Documented Learning Differences and Special Needs to ensure all students are provided with the same opportunities to learn. This policy may be found on p. 32.

Semester Examinations

Walsh Jesuit High School bears a serious responsibility for preparing its students for the academic situations they will face in college. With this in mind, the following policy on semester examinations are in effect:

1. Semester examinations will be comprehensive in nature. In other words, semester examinations will be designed to include all the material covered since the beginning of the semester.
2. Since examinations are designed to be learning experiences that should aid the education of all students, no student will be considered exempt from examinations at the end of either the first or second semester of the academic year.
3. All students enrolled in AP courses must take the AP exam in the spring
4. Students and parents should realize that these examinations play a vital role in the educational life of the school. Consequently, parents should not request that students be allowed to be absent during the time that examinations are to be taken. If a student does not take a semester examination during his
or her scheduled exam time for reasons other than personal illness or approved personal/family matters, the student will be charged $50.00 per exam to pay for the cost of a moderator to proctor the exam. If a student does not take a semester examination, he/she will receive an Incomplete “INC” grade until this course requirement is completed.

**Report Cards, Diplomas and Transcripts**

Walsh Jesuit High School recognizes report cards, diplomas, and transcripts as legal documents. Therefore, the school will use only a student’s legal name, as it appears on the birth certificate, on these documents. If there has been a legal name change, that documentation must be attached to the birth certificate kept on file in the Principal’s Office. Report cards will not be released until a student has met all obligations, including return or payment for books, uniforms, school materials, etc.

Final transcripts are not available until the successful completion of Senior Experience and the commencement exercises.

The Family Educational Rights and Privacy Act of 1974 (Buckley Amendment) allows a student to access their educational record (transcript) which include semester grades, grade point average, attendance, and classes in progress through the Walsh Jesuit Transcript Release form. The transcript release form can be printed off from the Walsh Jesuit website or can be requested through the student’s School Counselor or the Principal’s Office. Signing the 2019-2020 Walsh Jesuit enrollment contract verifies that the parent/guardian has read and understands the transcript release policy.

Standardized test scores are not included on the Walsh Jesuit official transcript; it is the family’s responsibility to have the scores sent directly from the testing agencies. Scores must be sent for the SAT or AP test results at [www.collegeboard.com](http://www.collegeboard.com) and for the ACT test results at [http://www.actstudent.org/](http://www.actstudent.org/).

While transfer credits may be granted toward graduation requirements, only courses completed at Walsh Jesuit will be included in students’ GPA.

**Homework**

An average of one-half hour per night for each subject is expected of every student in written or study preparation for the next day’s classes. Study periods during the daily schedule are not sufficient to fulfill homework requirements.

**Textbook Policy**

Under the provisions of Ohio Auxiliary Services legislation for non-public school students, Walsh Jesuit is charged with the responsibility of providing textbooks for non-religious courses using State funds. These textbooks remain the property of Hudson City School District in which Walsh Jesuit is located.

Walsh Jesuit and its students are responsible for the maintenance and storage of such texts. This is a task of considerable effort on the part of the school and a tremendous savings for families. During a student’s four years at Walsh Jesuit, the savings in textbook fees through this program is well over $1,000.

Cooperation on the part of the faculty, students and parents will ensure a just and equitable sharing in the advantages offered to students. Hence, the following guidelines have been established to safeguard the program.

- Students are responsible for the care of books issues to them.
- Students should report lost books to the receptionist to learn the fine for replacement cost. This charge must be paid before a new book is issued.
• If a student turns in a book that is damaged but repairable (e.g., torn cover, some writing or marking that can be covered), a fine will be levied: $15 for a book whose value is under $50, and $25 for a book whose value is over $50.
• If a student returns a book in damaged condition and is not repairable for reissue, a fine for the cost of the replacement will be levied.
• If a student fails to return a book after being notified by the school, the student must pay the full cost of replacement.

At the end of the semester or school year, a method of collection will be scheduled for the return of books. If a student fails to turn in a book at this time, all final grades will be withheld until the student's book account has been settled.

Items not covered under the State of Ohio Textbook Aid to Students in non-public schools and required by course instructors must be purchased by the student. These items will be available online through the Walsh Jesuit website. School owned textbooks must be returned at the conclusion of the course prior to final exam. Failure to do so will result in the student not being able to sit for the exam until restitution.
CHRISTIAN SERVICE PROGRAM

Walsh Jesuit requires all students to complete the Christian Service Program in order to graduate. The program, run through the Campus Ministry Office, is integral to helping form students into the graduate-at-graduation and instilling in them the school’s motto: men and women with and for others. Through the Christian Service Program students have opportunities to connect classroom learning with real life experiences.

The Christian Service requirement for students is as follows:

**Freshmen: 15 hours / Sophomore: 20 hours**
Freshmen and Sophomores are allowed to complete service at a variety of locations. Students are encouraged to seek out opportunities to volunteer with the school (concessions, Ironman, POWWOW, etc.) or with another non-profit organization.

**Juniors: 25 hours / Seniors: 25 hours**
Junior and Senior hours are to be completed only at a 501 (c) (3), non-profit, organization that engages directly with marginalized people. The exceptions to this rule are if a) students serve via Labre Program or Gonzaga Program at Walsh Jesuit or b) if a separate location is approved by a campus minister ahead of time.

The maximum amount of hours that a student can accumulate in one day is 5 hours. For example, if a student does seven hours of service in one-day at a camp, or volunteers at a day-long activity, only 5 total hours of that experience will count. This encourages students to build relationships during their service experience.

Christian Service must be done during the school year, except for those students who participate in a Walsh Jesuit Campus Ministry Summer Immersion Program. Hours are due the first Friday in May, unless communicated otherwise. Upon completion of one’s service requirement, the student will receive a passing (P) grade for both semesters. This grade will be entered at the end of the year for both semesters.

Completion of Christian Service hours is the responsibility of the student. The x2vol system tracks all approved hours and the student is responsible for knowing if his/her hours have been approved. If hours are not approved, they do not count towards the overall requirement. Submit hours at least one week prior to the deadline to allow enough time to review the submissions and ensure approval.

**How to Submit Hours:** Upon completion of a service experience a student can log into their x2vol account to submit their hours and reflection. After submission, a verification e-mail is sent to two people: 1) the contact person from the service location and 2) a campus minister. After reviewing the submission and verifying the hours, the campus minister will either mark the hours as “approved” or “denied.” Students can check their progress by logging into their account or verifying their hours with a campus minister.

**Processing Error:** Students who believe there has been an error in the processing their hours, should follow up with a campus minister via e-mail immediately. All errors must be brought to the Campus Ministry’s attention before the end of the school year.

**Failure to Complete Hours:** Students who do not meet the requirement for Christian Service will receive a failing grade (F). These students must make-up the hours before, plus 10 additional hours, in order to return to school the following year and/or before they are able to graduate. Upon completion, it is the responsibility of students to submit their hours via x2vol, then send a follow up e-mail to a campus minister to confirm receipt of the submission. A follow-up meeting with a campus minister may be needed to confirm hours. Once finalized, a grade of (P) will be issued in place of (F) at the convenience of the Assistant Principal for Academics and the Registrar.
TUITION AND FEES

Registration is a commitment to attend Walsh Jesuit High School.

A $425 tuition deposit/service fee must be presented with registration materials by all students enrolling for the next school year. The fee covers classroom and laboratory supplies, standardized tests and technology services. A student may not register for classes until the tuition deposit has been paid in full. Tuition deposits are non-refundable after June 1st.

- Students withdrawing from school after the start of a semester will be charged tuition for that semester.
- Students dismissed from Walsh Jesuit at any time will be charged pro rata tuition for the time enrolled per semester in which the dismissal occurs.

Tuition Payments

Tuition for the 2019-2020 school year is $12,700. Parents have a choice of methods of payment: a) Payment in full (before school starts); b) Payment by semester; c) Payment by quarters; or d) Payment by month (10 or 12 months).

- Students must be up-to-date with tuition and all outstanding payments or fees by the first day of each semester.
- Students in grades 9, 10, 11 or 12 will not be permitted to attend classes, participate in school activities, ride school buses, receive their grades or transcripts, or be permitted to begin a new school semester until all prior financial obligations are met.
- Seniors will not be permitted to participate in the Commencement ceremony until all prior financial obligations are met. Diplomas will be held until all balances are paid.
- New students will not be enrolled at Walsh Jesuit if their family has a past due balance for another sibling.
- The only exception to the above policy is if a student who withdraws from school due to a family move more than 50 miles away from Walsh Jesuit will be refunded their tuition for the portion of the school year after their withdrawal.

Tuition Assistance

To apply for a Tuition Assistance Grant, the student’s parents should submit an application on http://www.fairapp.com/. The school code is 180 and further instructions may be found at www.walshjesuit.org. Forms must be complete by April 15th for returning students and December 1st for new students. We will inform parents of the results of their application 3-4 weeks after each of those deadlines. Tuition Assistance Grants are for one school year only. Students’ parents must apply for grants every year that their student attends Walsh Jesuit.

Other Fees (if applicable):

- Graduation: The $100 graduation fee for seniors includes diploma, cap and gown, decorations, and hall rental.
- Automobile parking: $100 fee for a full year parking permit on campus.
- Senior Experience: $25 fee for each missed deadline.
- AP Exams: Students enrolled in AP classes are required to take the AP exam, and are responsible for any cost(s) associated with taking the exam(s).
- Transportation Fees: Students using Walsh Jesuit-owned buses pay $1,500 per year, or $600 per season. The activity bus fee is $10 per ride for those who do not already have a bus pass.
DIGEST OF STUDENT RULES

STUDENT CODE OF CONDUCT

Attendance

Students are expected to be present for each class every school day. Excessive absences, even when authorized, interfere with the goal of academic excellence. Students with excessive absences from school—excluding those resulting from a school sponsored activity such as Kairos, a state tournament, or field trip—will incur a penalty.

- Once a student has been absent 5 times in a semester, the family will receive a letter stating such and the attendance policy.
- Any absence after the 7 allowed days per semester may result in teachers enacting policies resulting in lower grades in the student’s course(s).
- After a student has been absent 10 days, he/she may only receive a CR (credit) provided the student achieves at least 77 percent in the course(s).
- If a student misses 14 days, he/she will not receive credit and must re-take the course.

Note: The designation of “absence” may apply to one specific class period or the entire day of classes. Students who have accumulated a total of 10 missed class periods in a subject within a semester due to illness, retreats, school athletic events, field trips, college visitation, extended vacation, etc., need to receive permission from the Assistant Principal for Faculty and Student Formation to participate in a school-sponsored activity or program during the school day. The Assistant Principal for Faculty and Student Formation will contact each student’s teacher to determine if the students will be allowed to participate in the activity, and will inform the students and parents of the decision.

The school administration has the ultimate authority in all attendance related matters and reserves the right for discretionary deviation from this policy. The student’s family has the option of protesting the decision through a formal meeting with the Dean of Students and the Principal, where extenuating circumstances may be considered.

Extending vacation time whether at the start of school, Thanksgiving, Christmas, or Spring Break may cause a loss of credit if a routine illness occurs in the same semester as they have taken extra days for a break. College visits count toward the seven days allowed for student absences. Attendance records are recorded on the official transcript.

Before returning to school, a parent must have called the attendance line, x250, to explain the student’s absence. The call is required to excuse the student from school. Failure to call the attendance line results in the student being held out of class until a phone call is received from a parent or guardian.

Students who miss school due to a long-term illness are required to provide the Dean of Students’ Office and the Nurse’s office with medical documentation.

When parents are going to be out-of-town, the Dean’s office should be informed who is the responsible adult will be in the parents’ absence.
Early Dismissals

Students who must leave during the school day, and have been authorized to do so through the Dean of Students’ Office, must sign out when they leave and sign in when they return. For a student to leave school prior to the final bell at 2:40 p.m., a note stating the reason for the early dismissal signed by a parent/guardian must be presented to the Dean of Students Office before 8:00 a.m.

Closing School

Walsh Jesuit will communicate school closings or delays due to weather or other circumstances by automated phone call, the school’s website, and local radio and television stations. (The reception desk will not provide this information.) Every effort will be made to send such announcements by 6:00 a.m. Regardless of the school’s decision, parents/guardians who are uncomfortable sending their child to school may choose to keep their child at home and notify the Dean of Students’ Office of the absence.

If school is closed for the day, scheduled games that day will be cancelled. All activities—including athletic practices and non-athletic extra-curricular activities—will be cancelled. Unless otherwise communicated by the administration, the only exceptions to this are the Monday Labre program, Hockey, and any OHSAA tournament games.

Student Appearance

Walsh Jesuit, as a private college preparatory institution, reserves the right to determine and insist upon a norm of appearance for its students. Casual clothing, or grooming designed to attract undue attention is inappropriate. In judging the norm for dress, the primary criterion will be neatness, appropriateness, and modesty. The suitability of a student’s dress ultimately rests at the Dean of Students’ discretion. Since the school believes that appropriate dress and appearance reflect motivation, the following dress code is in effect:

Hats may not be worn in the building (this includes young men and young women). Young men must remove earrings and hats before entering the building during the school day, and may replace earrings and hats after they have left the building for the day. Adherence to the dress code is expected. Students who are not dressed appropriately for school, should expect to serve an in-school exclusion from class and/or have a parent/guardian bring the proper attire and/or borrow one of the appropriate clothing options from the Dean of Student’s office in order to enter the classroom.

Dress Code – Men

Official Walsh Jesuit polo or, a shirt and tie fitted to the neck. Polo shirts may hang loosely and must cover the bottom of the waistband of the lower garment and not extend past the top of the thigh. A solid color long sleeve shirt may be worn under your Walsh Jesuit polo shirt. The only permissible outer wear is any sweatshirt, sweater, light pullover, or windbreaker promoting Walsh Jesuit or any of its clubs or teams. A Walsh Jesuit polo is still to be worn under the outer wear.

Dress pants, khaki style pants, or corduroys are permitted in any solid color other than white or cream. Cargo-style pants, jeans, joggers, skinny pants are not permitted. A belt must be worn and slacks must extend to the ankle, over any shoes. Pants must be worn at the waist.
Shoes must be solid brown, black, gray or tan with no athletic logos. Shoes are not to have stripes or designs. Shoes must be made of leather, canvas or suede. Shoes are to be closed toe. No boots, slippers or sandals are permitted.

**Hair and Jewelry**

- Hair is to be neatly groomed. It is not to hang in front of a student’s face or below the eyebrow. Hair is not to hang over the shirt collar.
- No ponytails, “manbuns” or hairbands are allowed.
- Extreme, unnatural or distracting hairstyles colors are inappropriate for school.
- Sideburns should not extend below the corner of the jaw.
- Facial hair should be neat and clean.
- Abrupt changes in hair length are not permitted, changes should be evenly tapered. (For example, mohawks)
- Neither earrings nor camouflage of an earring or other piercing are permitted in school during the school day.
- Body piercing is not permitted, such as eyebrows, tongues, noses, etc. Tattoos are not permitted to show. They must be covered at all times.
- Pant chains or shirt chains are not permitted.

**Dress Code – Women**

Official Walsh Jesuit polo must be worn at all times. Polo shirts may hang loosely and must cover the bottom of the waistband of the lower garment and not extend past the top of the thigh. A solid color long sleeve shirt may be worn under your Walsh Jesuit polo shirt. The only permissible outer wear is any sweatshirt, sweater, light pullover, or windbreaker promoting Walsh Jesuit or any of its clubs or teams. A Walsh Jesuit polo is still to be worn under the outer wear.

Dress pants, khaki style pants, or corduroys are permitted in any solid color other than white or cream. Cargo-style pants, jeans, joggers, skinny pants are not permitted. A belt must be worn and slacks must extend to the ankle, over any shoes. Slacks must be worn at the waist.

Shoes must be solid brown, black, gray or tan with no athletic logos. Shoes are not to have stripes or designs. Shoes must be made of leather, canvas or suede. Shoes are to be closed toe. No boots, slippers or sandals are permitted.

**Hair and Jewelry**

- Distracting hairstyles or make-up (as determined by the Dean of Students) is inappropriate for school.
- Unnatural hair color is not permitted.
- Excessive jewelry and/or makeup considered distracting are inappropriate for school.
- Body piercing is not permitted, such as eyebrows, tongues, noses, etc. is not permitted, nor is camouflage of such piercings.
- Tattoos are not permitted to show. They must be covered at all times.

Students and parents should keep in mind that when purchasing clothes for school, they ought not to deviate from the acceptable attire. The Dean of Students holds the ultimate decision on what is acceptable.

**Dress Down Days** – On specifically designated days, students may wear non-dress code pants (leggings/tights/yoga pants are not permitted), shoes, and appropriate non-collared shirts. Appropriate outerwear is also permitted.
Maroon and Gold Days/Spirit Days – On specifically designated days, students may wear tennis shoes or boots, no sandals or flip-flops. Additionally, students may wear ANY appropriate WJ-promoting shirt, without the WJ polo. Dress Code pants are still required.

School Events – At school events that are outside the school day, students should demonstrate by their attire that they have a sense of the occasion. Inappropriate clothing will not be tolerated at school dances. Dresses must extend below the fingertips.

School Discipline

The Deans of Students administer the discipline policy of the school. Full consideration will be given to the individual students and the incident(s) when decisions concerning actions that have an impact on the total school environment must be made. All student disciplinary procedures will be kept confidential, except to the student and his or her parent(s)/guardian(s). Additionally, it is the right of the school to question the student when alleged or supposed violation of the Walsh Jesuit High School Student Code of Conduct occurs. The student may be questioned without prior parental/guardian consent, but the parent(s)/guardian(s) will be notified shortly after the questioning.

Walsh Jesuit believes that there are varying degrees of involvement with any violation. With this in mind, the disciplinary actions listed below are general. The specific consequence depends on the severity of the offense and the circumstances. Therefore, Walsh Jesuit is not limited to the specific disciplinary actions as indicated. Also, Walsh Jesuit believes that students carry the responsibility of maintaining proper discipline in all phases of their lives. Any action on the part of students that would denigrate the name of the school subjects students to disciplinary action. This includes actions on and off campus, online, as well as before, during and after school time.

The purpose of listing these violations and their disciplinary results is:

- To inform students of what is considered inappropriate behavior.
- To give students an idea of consequences for violations of handbook policies if they should be guilty of the violations listed.
- To provide procedural standards for demerits, detention, suspensions, and possible expulsions of students from Walsh Jesuit High School.

Violations

1. Any action on the part of a student that would allow a fellow student to be in violation of school code or any action that would-be unconforming of a Walsh Jesuit student.
2. Alcohol, Drugs and Tobacco (See Drug and Alcohol Awareness and Prevention Policy)
3. Assault and Battery – Any attempt or action, using violence or force, to physically injure or harm an adult or another student.
4. Period Cuts – The intentional decision to avoid attending class. This includes regularly scheduled classes, labs, and ARC sessions.
5. Bus Violations – Any distracting and disrespectful behavior at the bus stop or while in transit on the school bus is not permitted. The bus is considered an extension of the school so all Walsh Jesuit rules apply.
6. Vandalism – Any action involving deliberate destruction of or damage to school, staff, or another student’s property. Full restitution must be made.
7. Disruptive Behavior – Any behavior that negatively impacts the curricular or extracurricular environment.
8. Dress Code Violations (See Student Appearance – Dress and Grooming policy)
9. **Extortion** – Obtaining money, goods, or services from another student with the threat of violence.

10. **False Fire Alarms, Bombs Threats, Arson, and/or Weapon Possession** – Any deliberate and needless attempt to inflict damage on or arouse widespread panic within the school community.

11. **Fighting** – Two or more students engaging in physical combat.

12. **Fire Hazard** – Any impairment of or unauthorized or improper use of fire safety equipment in the school building or on buses.

13. **Food** – No food, candy, or drinks, except for water, are permitted to be consumed in the hallways, classrooms, Chapel, or library without expressed consent of the Dean of Students.

14. **Forging, Changing and/or Intercepting School Mail, School or Parental Documents**

15. **Gambling** – Any activity or practice of playing at a game of chance for money or other stakes (including tournament brackets, dice, or card playing for money).

16. **Harassment, Hazing or Bullying** (See Harassment Policy)

17. **Insubordination** – Disrespectful behavior toward an adult, refusal to identify one’s self, disrespectful language, disregard for authority, refusing to obey a reasonable request, running from an adult in authority, or lying to an adult in authority.

18. **Leaving Class Without Permission** – Students not in an assigned class without a pass and/or students leaving a class without permission. (Students sent to Library, or other room must stay there unless pass states otherwise).

19. **Off Campus** (unauthorized) – Any unauthorized departure from school grounds. Walsh Jesuit is a closed campus school. Permission is needed to be off campus between the hours of 8:00 a.m. and 2:40 p.m.

20. **Presence on School Grounds** (unauthorized) – Any unauthorized trespassing on school grounds during non-school hours. Permission from the Dean of Students Office is needed to be in the parking lot, stadium, wooded areas, or on the playing fields between the hours of 8:00 a.m. and 2:40 p.m.

21. **Possession and/or Use of Fireworks or any Items that Disrupt the School Atmosphere** – Students may not be in possession of or use such items while in school, on school grounds, or at school sponsored events.

22. **Possession and/or Use of Weapons and/or Ammunition** – Any object designed or used for inflicting bodily harm or physical damage is prohibited. It is illegal to for a student to carry onto, possess, or use on school grounds or school-provided transportation any weapon, including but not limited to: firearm, ammunition, deadly weapon (ORC 2923.11(A)), knife, razor, club, metal knuckles, spiked instrument, mace/pepper spray, or look-a-like weapon.

23. **Propping Doors** – Any deliberate attempt to alter an entry point of the school or school grounds--including opening a locked door for a visitor—which would allow unauthorized access.

24. **Public Display of Affection (PDA)/Sexual Activity** – Any excessive public display of affection in school is unacceptable.

25. **Tardiness to School** – Any student who is not in his/her assigned room when the bell rings shall be considered tardy.

26. **Theft** – Any knowingly taking or possessing someone else’s property without his/her consent. All stolen items must be replaced; legal authorities may be notified.

27. **Truancy** – Being absent from school without permission or a valid reason.

28. **Unacceptable Behavior** – Any willful obscene, abusive or profane language or gestures (including racial, religious, ethnic or sexual slurs).

29. **Unauthorized Publication** (posting online/printing and/or distribution) – The unauthorized recording (video or audio) of a faculty or staff member without expressed consent.
Possible Disciplinary Actions in Order of Severity

*Any of these disciplinary actions can be applied to any violations:*

1. **Verbal Warning:** could come from any Walsh Jesuit Employee
2. **Demerit:** 3 demerits will result in an afternoon detention
3. **Afternoon Detention** which will be held on Tuesday’s and Thursday’s only, 1 hour after school. After school employment, practices, or other matters will not be accepted as an excuse to miss detention.
4. **In-School Exclusion:** excluded from attending classes, but no academic or extracurricular repercussions
5. **In-School Suspension:** excluded from attending classes, academic and extracurricular repercussions exist, can receive no grade higher than a 60%
6. **Out of School Exclusion:** excluded from the school building, no academic or extracurricular repercussions
7. **Out of School Suspension:** excluded from the school building, academic and extracurricular repercussions exist, can receive no grade higher than a 60%
8. **Dismissal:** student is either asked to withdraw, or expelled
9. **Criminal Prosecution:** when applicable

*Students may be placed on “Disciplinary Notice” during any of these steps, dependent upon the severity and frequency of issues.*

**Transportation**

A fee of $100 is charged for a campus parking permit; the fee will decrease by $10 on the 15th of every month beginning on September 15th.

1. Cars parked on school property must show a current campus parking permit hanging from the rear-view mirror. It is also possible to pay a daily fee in the Dean’s office where they are assigned to a designated parking area.
2. All cars are subject to search at the discretion of the administration. The speed limit on campus is 10 miles per hour.
3. Speeding or reckless driving on the school grounds or at school-sponsored activities will result in detentions to expulsion, and may result in the loss of parking privileges on campus.
4. Only the large parking areas north of the school are to be used for student parking. No cars are to be parked along the drive or curb in front of the school or on the driveway behind the field house. Violators may be ticketed by the Cuyahoga Falls Police Department.
5. Violations of statements 1 through 5 above could result in having the car towed and/or “booted” which may cost up to $25 to have removed.
6. The administration of Walsh Jesuit High School reserves the right to prohibit any mode of transportation that it deems unsafe.
7. All WJ driveways/roads and parking lots are cell phone free zones.

**Bus Conduct**

Bus drivers have a tremendous responsibility every school day as they transport the students to and from school. Students are expected to show the drivers the same type of respect they show their teachers.

*Students issued a bus pass for Walsh Jesuit-owned buses must carry their pass at all times and show it as they board the bus. A student who fails to carry a bus pass will be charged a $10 fare, each way by the bus driver.*

1. Like a faculty member, bus drivers have the authority to enforce school discipline policies.
2. While waiting for the bus, students should keep off the road. Those reported pushing or shoving while getting on or off the bus will be held accountable for this inappropriate behavior.
3. Normal conversation is acceptable, but shouting or unnecessary confusion diverts the driver’s attention.
4. Throwing objects inside the bus or out the windows, spitting, smoking, fighting, scuffling, and eating on the bus are considered serious breaches of discipline. Students guilty of this conduct will lose their right to ride the bus and be subject to further disciplinary action.

5. Bus misconduct is punishable through the Dean of Students’ Office.

6. On examination days and other occasions which may arise, afternoon buses will run only after the second examination period.

7. Unless otherwise arranged, students must provide their own transportation home.

Library

The library is open every school day from 7:00 a.m. until 3:30 p.m. During study halls, admission to the library is granted by special pass which may be obtained only from the study hall moderator. No new library materials will be checked out to students until all overdue materials are returned and all fines are paid.

The library is a place for quiet, individual study. There is one conference room for groups to use to study, with permission. Students are encouraged to use the library for research work for school projects. Violations of the library policy will be dealt with by the Dean of Students.

Damage to any library materials, be they books, magazines, videos, CDs, or other items, will result in fines. Fines will be based upon the extent of the damage and the cost of replacement or repair of the damaged item.

Sanctions can be given for failure by the student in regard to paying fines or returning books. Any book or library materials removed from the library without following proper checkout procedures will be considered theft. Water bottles are permitted in the library, but they must be kept on the ground. All other liquids, food, and gum are strictly prohibited in the library.

School Buildings, Campus, and Security

The following rules apply to the campus of Walsh Jesuit, is buildings and grounds:

- Students may not leave the school premises during regular school hours (8:00 a.m. to 2:40 p.m.) without the special permission of the Dean of Students’ Office.
- Permission from the Dean of Students’ Office is needed to be in the parking lot, stadium, wooded areas, outlying structures, and/or on the playing fields between the hours of 8:00 a.m. and 2:40 p.m.
- The elevator may only be used by students with permission from the Dean of Students’ Office.
- Students may not use the gym, fieldhouse, weight room, or wrestling room unless a staff member is present. Students are not permitted in the wrestling facility during the school day.
- Students are prohibited from being in any locker room throughout the day.
- Gym shoes must be worn by anyone using the basketball court; socks are not sufficient footwear.
- Students are not permitted in the Jesuit residence unless accompanied by a member of the Jesuit community and another adult.

Students are responsible for protecting their belongings. A locker is provided to each student for securing his/her belongings. Valuables (e.g., wallets, watches, calculators) and textbooks should not be taken into the gym or fieldhouse, but locked in a student’s regular locker. Backpacks, textbooks, folders, and calculators should be clearly labeled with the student’s name. Vehicles should be locked when parked in the parking lot.

Lockers

Lockers are assigned by the Dean of Students’ Office. Students are not permitted to change lockers or locker partners without permission of the Dean of Students’ Office. Additionally, Walsh Jesuit is not responsible for any personal items lost or broken while in the student’s locker. Please keep your valuables at home.
• Lockers are to be kept neat, clean and locked. Students will avoid most locker problems by keeping the locker and combination to themselves.
• Tampering with another student’s locker is forbidden and subject to disciplinary action.

Gym lockers are assigned by coaches in-season or can be requested through Physical Education teachers. Students must lock their lockers.

Senior Privileges

Students are not permitted to leave the campus during the school day. Seniors, however, are entitled to the following privileges: (1) seniors with 1st period free are permitted to arrive no later than 8:45 a.m. once they have provided the Dean’s Office with written permission from a parent; (2) seniors with 9th period free are permitted to leave school after 8th period once they have provided the Dean’s Office with written permission from a parent or guardian. These privileges may be revoked at the discretion of the Dean of Students.

Policy on Academic Integrity

“The task of the teacher is to help each student become an independent learner, to assume the responsibility of his or her own education.”

Go Forth and Teach: The Characteristics of Jesuit Education.

Walsh Jesuit High School encourages each student to be actively engaged in the learning process. It is Walsh Jesuit’s expectation that on the way to becoming the Graduate at Graduation, “the student is beginning to see the need for intellectual integrity.” Students who submit materials that are the products of their own mind demonstrate respect for themselves and the community in which they study. Dishonesty harms not only a student’s integrity but also the wider community. Since integrity and commitment to the ideals of Jesuit education must be preserved, academic dishonesty is intolerable. Consequently, misrepresentation of academic achievement in any form will be considered a significant violation of our community’s standards. Violations of this standard include, but are not limited to:

• Cheating: Using or attempting to use unauthorized materials in any academic exercise or having work completed by another student. Examples of cheating include looking at another student’s paper during a quiz or test, and submitting homework borrowed from another student.
• Fabrication: Inventing or falsifying information. Examples include inventing lab data for an experiment done incorrectly, or making references to sources not used in a research paper.
• Facilitating Academic Dishonesty: Helping someone else commit an act of academic dishonesty. This includes giving someone a paper or homework to copy from, and allowing someone to cheat from your test paper.
• Plagiarism: Using words or ideas of another writer without attribution. Plagiarism ranges from copying someone else’s work word for word, to rewriting someone else’s work with minor word changes, to summarizing without acknowledging a source properly.
• Abuse of Academic Materials: Harming, appropriating, or disabling academic resources so that others cannot use them. This includes cutting tables and illustrations out of books to use in a paper, stealing books or articles, and deleting or damaging computer files intended for others’ use.
• Deception and Misrepresentation: Lying about or misrepresenting work or academic records. Examples include forging a teacher’s or parent’s signature on documents, taking credit for group work not significantly contributed to or for which obligations were not met, or using a translation program in a foreign language class without the permission of the teacher.
• Electronic Dishonesty: Using network access inappropriately in a way that affects the class or other students’ work. Examples include using someone else’s computer account, breaking into someone else’s files, or using material from someone else’s drives.

• Unauthorized Use of Calculators and other devices: Using calculator programs and/or data in a manner not approved by the teacher.

**Academic Dishonesty**

In all instances, the teacher (or proctor) determines whether cheating has occurred. The Dean of Students should be notified and handles discipline.

**1st Offense:** The class teacher records a grade no higher than 60% or “F” for the specific assignment and disciplinary consequences may be assigned by the Dean of Students’ Office. The teacher completes an Academic Integrity Policy (AIP) form and forwards it to the Dean of Students’ Office. If the incident occurs outside the classroom, the staff member involved will complete the AIP Form. The parent or guardian will be notified. The student will be placed on academic integrity probation for a period of one year, which draws to the student’s attention that any further breach of the AIP will result in possible expulsion. Any student involved in the theft of testing materials, the distribution of same, or the possession of stolen testing materials is subject to out-of-school suspension to expulsion.

**2nd Offense:** The class teacher records a grade no higher than a 60% and possible expulsion.

**Detentions**

Students who work or participate in extra-curricular activities after school should avoid detentions. A job or extra-curricular activity after school will not be accepted as an excuse for postponing a detention. Students who accumulate 4 detentions during the school year will be placed on disciplinary notice immediately. This may be continued at least during the next semester if deemed advisable.

**Disciplinary Probation and Suspension**

Disciplinary Probation is assigned for continual violation of school rules, or violation of a serious infraction. The probation period and terms vary at the discretion of the Dean of Students and the needs of the student. They may include continuous meetings with administration, parents, the student’s counselor, and possibly an outside specialist. Parents are notified of probation status by letter, and a copy of the letter is kept in the student’s file. If further disciplinary problems arise, the fact that the student is or has been on disciplinary probation will be considered.

Students who are suspended from Walsh Jesuit High School during their tenure at the school may be required at the time of their application to college, that if asked, he/she needs to honestly answer the question, “Has the applicant ever been found responsible for a disciplinary violation at your school, whether related to academic misconduct or behavioral misconduct, that resulted in the applicant’s probation, suspension, removal, dismissal, or expulsion from your institution?” Students will be asked to write a short business letter to their colleges explaining why they were suspended for violation of the Student Code of Conduct. If a student is suspended after application to college has been made, the student may be required to write a letter to the colleges to which he/she has applied.
Technology Policies

Cell Phones

All cell phones are to be turned off. Any cell phone heard or seen between 8:00 and 2:40 p.m. will be confiscated, unless student has permission from teacher. Cell phones will not be returned to the student until the student has served an after-school detention. Detentions are held on Tuesdays and Thursdays. A second confiscation of a student phone may result in the student’s parent picking up the phone from the Dean’s office. Students who need to make a phone call during the school day may ask permission to use their cell phone in the Dean of Students’ Office, or may use the phone in the Dean’s Office.

iPads

All students will bring to school each day a fully charged and appropriately readied iPad for use both in and out of class. Any iPad running iOS 12.0 or newer is eligible to be registered on the Walsh Jesuit network. Only one device per student may be registered to the network.

Details on iPad use and care will be shared during summer and early fall orientation. iPads are not allowed in the Commons during lunch periods. Following orientation, students will have Walsh Jesuit’s Acceptable Use Policy (AUP) installed on their iPad. Allowing Walsh Jesuit to install our MDM and AUP on their iPads indicates understanding of appropriate iPad use and rules as related to Walsh Jesuit High School. iPads are the responsibility of the student and should be treated with the respect afforded all personal learning resources. It is recommended that each student’s iPad be:

- Protected by a sturdy cover
- Carried in a sturdy case at all times
- Registered with Find My iPad
- Kept in a locked locker when not in use
- Kept for individual use and not shared, lent out, or left anywhere for others to use

Students are required to have a wireless Bluetooth keyboard and stylus (for notetaking). Students are also encouraged to consider protection plans from retailers to protect against accidental damage. Repair and replacement plans are not offered through Walsh Jesuit.

For more detail on iPad use at Walsh Jesuit, please refer to the Walsh Jesuit iPad Care and Use Handbook. For questions specific to your student’s iPad and technology needs, you may contact our Media Specialist.

Computers, Etc.

Walsh Jesuit High School provides a computer network and other technology resources to promote excellence in education. All use of these resources must be in support of education and consistent with the goals of Walsh Jesuit High School. Use of these resources is a privilege and with it comes responsibility. Walsh Jesuit High School relies upon the proper conduct of every user so that all users may benefit from these resources. These terms and conditions apply throughout a student’s term of enrollment at Walsh Jesuit High School.

- Security: Security on any computer network is of high importance, especially when many users are involved.
- Students are responsible for any work done under their password. Do not share a personal password with anyone.
- Do not login as another user or copy, change, read or delete another user’s files.
- Students are restricted to using only the programs provided at their user level.
• Student users will not install software to a computer workstation or network server or WJ owned iPad
• Vandalism: The Student Handbook defines vandalism as willfully defacing or destroying Walsh Jesuit High School property.
• Students shall not damage, modify, abuse, or remove any hardware or software that is the property of Walsh Jesuit High School.
• Students shall not delete or modify files other than their own without authorization from a supervisor.
• Students shall not knowingly introduce a computer virus into, or in any way disrupt the function of the network, nor attempt to establish communication into the school's restricted computer areas or those of any other computer network. This includes hacking.

Plagiarism

The Student Handbook defines plagiarism as "the act of taking, and using as one's own work, another's published or unpublished thoughts, ideas, and/or writings." When using electronic resources, it's very easy to cut and paste ideas and information you find into your own document. However, credit should always be given to the person who wrote the article or created the idea. See the MLA Manual for guidelines on citing electronic references used.

Copyright: Copyright is the legal right the author of a creative work has, to control the copying of that work.

• Books, magazine and newspaper articles, music, photographs, graphic images, movies, television programs and software may all be protected by copyright. It doesn't have to say so to be protected.
• No student shall possess, use, make or attempt to make illegal copies of copyrighted software. Violation of copyright is not only unethical, but illegal. Criminal as well as school-imposed penalties may result from copyright violation.
• Most educational use is covered by "fair use" guidelines. The fair use exemption to copyright law allows copying without the author's permission for such purposes as criticism, comment, news reporting, teaching, scholarship, or research. You should use as little of the work as possible and always cite the source. You should not make copies just so you don't have to create something yourself or so others won't have to buy it. Just because you're not charging for it doesn't mean you can give it away.
• Putting something on the Internet, even if prepared originally for classroom use, is publishing it. Be sure you have obtained all necessary permission before doing so. When in doubt, get permission. How? Write or e-mail the author or publisher. Be sure to describe reasons for use, the extent of use, and the duration of usage. It will take time to get permission, so plan ahead.

Walsh Jesuit specifically denies any responsibility for the accuracy or quality of information obtained from electronic information resources. Users are encouraged to determine that information is valid, accurate and current and to evaluate the authenticity and bias of the originator of the information before using that information. It is also possible that users may encounter material that is controversial or objectionable. Walsh Jesuit High School firmly believes that the valuable information and interactions available through telecommunications outweigh these risks and expects users will avoid deliberately seeking out such material. Accessing such material unexpectedly should be reported to a supervisor.

Guidelines for Use

• Use of computers for personal or commercial purposes is prohibited.
• No games (software or web-based), social websites (e.g., Instagram and Snapchat), or other recreational activities (such as chat rooms, GroupMe, Kik, iMessage, etc.).
• Absolutely no food, gum or beverages are allowed in computer areas.
• All users agree to talk softly and work in ways that will not disturb other users.
• No obscene or vulgar language or sexually explicit images will be allowed on WJHS computers. Students will not enter an Internet site prefaced with a "must be over 18" or similar warning.
- No student will use the computer network to send harassing or threatening messages or make sexual or racial comments to or about any other user on the Walsh Jesuit Network or Internet.
- Accessing Newsgroups is generally discouraged and any 'alt.' Newsgroup specifically prohibited.
- Students are prohibited from checking personal email from Walsh Jesuit computers. Email chain letters are prohibited, as are instant messages. Only school sponsored and moderated chat sessions are permissible.
- Workstations are part of a complex and highly structured computer network. Students will not make any changes to workstation settings or download/install (from disk or Internet) to the hard drive of a workstation or a network server without approval from a network supervisor. (Text, graphics, video, and audio files may be downloaded to a flash drive or U: drive.)

**Safe Use of the Internet**

- Don't give out personal information (address, phone number, or credit card numbers) to people you don't know. Don't give out personal information about your friends or family.
- Pictures published on the web should not be connected with personal information.
- Do not make "face to face" meetings with someone you've met on the Internet.
- If you receive a message that makes you uncomfortable - don't reply - tell your parents.

Walsh Jesuit High School makes no warranties of any kind, whether expressed or implied, for the service it is providing. Walsh Jesuit will not be responsible for any loss of data as a result of delays, non-deliveries, or service interruptions caused by the system or your errors or omissions.

**Privacy:** Users have no privacy rights to any data received, stored, or disseminated on the school network or through email. By utilizing the school’s computer network users consent to the school’s right to audit user activity including, but not limited to, all email files, documents, and Internet and workstation activity.

**Disciplinary Actions**

Because Walsh Jesuit computer usage is a school activity, this network use policy is an extension of the school's behavior code as described in the Student Handbook, especially sections referring to Academic Integrity and School Discipline. The school reserves the right to take appropriate internal disciplinary action in cases of violation of the above policies and/or to report such violations to outside authorities. Abuse or misuse of school technology resources/facilities will result in one or more of the following penalties assigned at the discretion of the school administration:

- suspension or revocation of computing and other technology privileges
- other school disciplinary measures resulting from application of appropriate areas of the student handbook
- full restitution to Walsh Jesuit High School for expenses resulting from misuse or abuse
- referral to law enforcement authorities and other applicable legal action

Questions regarding the above policies may be addressed to the Technology Department, Dean of Students, or any school administrator. Parents and students will be notified in writing if any of the aforementioned policies are changed or modified before a student’s term of enrollment at the school expires.

Students’ frequent use of social networking activities such as Facebook, twitter and text messaging has created issues for our school. Do know that conduct, including a student’s use of social networking which brings discredit upon the school or is in conflict with the values for which Walsh Jesuit stands or is in violation of civil law or the reasonable rights of others is grounds for disciplinary action – probation, suspension and/or dismissal. This policy encompasses on- and off- campus activity.
Social Media Guidelines

Walsh Jesuit High School and its employees will work alongside parents and students when it comes to social media behavior. Walsh Jesuit allows students to use social media, however when that speech threatens/assaults/maligns another member of the Walsh Jesuit community or the school, or if that speech is found to be inconsistent with the core values of Walsh Jesuit High School, disciplinary action will take place. Disciplinary consequences for posts that threaten/assault/malign another member(s) of the Walsh Jesuit community or school or are inconsistent with the core values of Walsh Jesuit include, but are not limited to, the following:

- Immediate removal of any and all posts in question
- Placement on Disciplinary Probation
- In-school exclusion to out-of-school suspension; or possible expulsion
- Potential criminal prosecution

Acceptable Use Policy

This Acceptable Use Policy provides students, families, and employees with a foundation understanding of the behaviors expected while using electronic devices both on and off of the Walsh Jesuit campus.

General Provisions

- All activities occurring on the Walsh Jesuit school network are intended for educational use and are subject to monitoring and retention.
- Access to all online content on the Walsh Jesuit network is subject to compliance with school policies, federal and state regulations, and the CIPA (Children’s Internet Protection Act).
- Online behaviors and expectations are no different than those of the offline community. Members of and guests of the Walsh Jesuit community are expected to be in alignment with those behaviors at all times.
- Attempts to circumvent the network filter, including VPN’s, are prohibited.
- Passwords should not be shared with others.
- Walsh Jesuit reserves the right to confiscate any electronic devices and to revoke usage privileges for anyone in violation of Acceptable Use policies and procedures.

Responsibilities

The use of electronic devices, while on school premises, is intended for educational use. Personal use of and the sharing of personal information with electronic devices is prohibited while on school premises. Specific to school use:

- Screensavers, backgrounds, and displays must be in alignment with the values and beliefs of the Walsh Jesuit community.
- School purchased applications and updates will be “pushed” to devices on a regular basis. Overwriting of personal applications will occur.
- All work completed on mobile devices should be saved to OneDrive or other appropriate off-device storage. Storage space will be allocated to school related use only.
- Any non-school related music, games, or other non-school related activities should be limited to lunch and free periods. Only games and applications which in no way contradict the mission and message of Walsh Jesuit High School may be used at any time.
Walsh Jesuit technology staff will not be able to provide support for off-site technical matters, websites and applications not of its creation, or non-school issued equipment.

**Web 2.0/Social Media Use**

Walsh Jesuit may provide users with access to websites or tools that allow communication, collaboration, sharing, and messaging among users. Users are expected to communicate with the same appropriate, safe, mindful, courteous conduct online as offline. Posts, chats, sharing, and messaging may be monitored. Unless appropriate, users should be careful not to share personally identifying information online.

**Document and File Storage**

Walsh Jesuit High School offers both local and cloud storage for its students and employees. Local file storage is available through the U drive and is accessible both on and off campus. Cloud storage is available through Microsoft OneDrive.

Both types of storage offer benefits to the user and are available for different purposes. Cloud storage is intended for the convenience of teachers and students as they store classroom work and other publicly available files.

Local storage is intended for sensitive documents and files including anything specific to a student or employees’ personal information.

Examples of files appropriate to store to the cloud include:
- Student work, lesson plans, assignment details
- Class Notes, newsletters, school calendars
- Examples of files that should not be saved to the cloud include but are not limited to:
  - Financial information
  - Medical information
  - School owned documents including (but not limited to) school policies, memos, meeting minutes and notes, and emails
  - Any other type of files containing personally identifying information such as social security numbers, addresses, grades, medical data, or behavioral information.

Should there be a question as to whether a file is appropriate for cloud storage, contact the Technology Department, Business Office, or err on the side of caution and save only to the local file server.

**Prohibited Uses and Right of Inspection**

To ensure that all members of the Walsh Jesuit community act in accordance with the understanding of activities deemed inappropriate, below is a non-exhaustive list of activities that are prohibited and subject to corrective activity.

Walsh Jesuit High School reserves the right to examine the contents of the file server, email, computers, and mobile devices used by its students. Random audits of all resources will occur and should be expected by all users. Detailed examination of resources will only occur when there is reason to suspect an activity or material that violates any of the school’s code of conduct or the law.

The following are strictly and explicitly forbidden at all times while using Walsh Jesuit devices and networks on the campus of Walsh Jesuit High School, or when engaging in a Walsh Jesuit event or activity.
• Accessing, sending, or distributing materials not in compliance with the Acceptable Use Policy. This includes all materials that may be deemed offensive, threatening, pornographic, obscene, or sexually explicit.
• Engaging in activities characterized as illegal.
• Engaging in activities in violation of copyright laws is prohibited at all times.
• Taking inappropriate, illicit, or sexually explicit photographs or videos.
• Using devices with the result of embarrassing or maligning anyone, in any way. Using any recording device in areas assumed to be private such as bathrooms, locker or changing rooms, regardless of intent.
• Attempting to gain unauthorized access to any device or account is prohibited.
• Attempting to modify or destroy hardware, software or data. This includes “jailbreaking” of Apple devices.
• Students are prohibited from posting pictures, video, audio, or information about Walsh Jesuit employees without their expressed interest.

Limitation of Liability

Walsh Jesuit High School makes no warranties of any kind, express or implied that the functions or the services provided by or through Walsh Jesuit will be error free or without defect. Walsh Jesuit will not be responsible for any damage users may suffer including, but not limited to, loss of data or interruption of service. Walsh Jesuit is not responsible for financial obligations arising through the unauthorized use of the system.

The Walsh Jesuit High School website, intranet, and network are to be used for educational purposes only. These resources will contain links other sites that may be of educational interest to employees and students. Walsh Jesuit is not the author of or otherwise associated with linked sites and is not responsible for the material contained in or obtained by these linked or searched sites.

Violations of this Acceptable Use Policy Violations of this acceptable Use Policy may have disciplinary repercussions, including but not limited to:

• Suspension of network, technology, or computer privileges
• Legal action and/or prosecution
• Financial restitution

I have read, understand and agree to abide by the terms of the Walsh Jesuit High School Acceptable Use Policy. I agree that in keeping with the spirit and philosophy of Walsh Jesuit High School, it is ultimately my responsibility to make appropriate choices in all of my actions, including the use of any electronic devices. I understand that in the event I were to, in any way, violate the trust placed in me when using these devices and access to the network, that my privileges will be revoked and appropriate disciplinary action taken.
WALSH JESUIT HIGH SCHOOL POLICY FOR STUDENTS WITH DOCUMENTED LEARNING DIFFERENCES AND SPECIAL NEEDS

Walsh Jesuit High School is committed to supporting eligible students who need limited learning supports to be successful in a college preparatory high school. Walsh Jesuit maintains this Policy for Students with Documented Learning Differences and Special Needs to ensure all students are provided with the same opportunities to learn. Walsh Jesuit is committed to providing support to qualified students with some disabilities or diagnosed learning differences, including temporary conditions. Walsh Jesuit seeks to address the needs of these students with services and adjustments1 to allow them to thrive and flourish in the school’s college preparatory curriculum. The school may not be able to provide all adjustments given personnel and program limitations. It will review adjustments on a regular basis.

Jesuit Ideals and Learning

In keeping with the Jesuit values on education and *cura personalis*, any academic adjustment procedures are created, maintained and implemented by Walsh Jesuit High School, and provided to interested parties as necessary. Individuals seeking adjustments must contact Walsh Jesuit’s Learning Specialist or Assistant Principal for Academics to initiate the Application for Assistance.

Requisite for Seeking Adjustments in School

Interested parties seeking long-term and short-term adjustments for their current student, and any adjustments for prospective students should complete the Walsh Jesuit Learning Differences/Special Needs Form. A complete educational, medical and/or psychological evaluation completed by a professional evaluator or other acceptable professional evaluation completed within the last three years, must be submitted to the Learning Specialist for consideration of adjustments.

If a student is currently on an IEP, the IEP Eligibility Page of the IEP must be included and submitted along with the Learning Differences/Special Needs Form in order to be properly evaluated by Walsh Jesuit’s Learning Specialist.

Requisite for Seeking Adjustments for ACT or College Board

Students seeking adjustments for ACT or College Board (Advanced Placement, PSAT, SAT and Subject exams) standardized testing should contact the Director of College Guidance at Walsh Jesuit. The guidelines and procedures of those testing companies may be accessed on the ACT and College Board websites.

Implementation of Adjustments in the Classroom

The decision to allow adjustments in a learning plan will be made on a case-by-case basis. The review process will be contingent upon the school’s ability to accommodate an adjustment as well as its impact on the overall social and educational environment of the school.

---

1 Section 504 of the Rehabilitation Act of 1973 provides that high schools make available minor adjustments to allow for qualified students to receive minor adjustments that are a minimal burden. Walsh Jesuit is committed to providing these adjustments in compliance with the Act.
The presence of a learning disability does not automatically guarantee academic accommodations. Walsh Jesuit will carefully review all relevant information related to the request for accommodation to determine if the learning disability has a significant impact in a student’s performance. Doing so is consistent with the process College Board and ACT use to decide whether students are eligible for accommodations on their exams. If a determination is made to support learning accommodations, Walsh Jesuit will formalize a plan for the student that will specify the minor adjustments. This plan will be shared with a student’s parents, classroom teachers, and counselor and can be used when requesting standardized testing accommodations during high school. The plan will be reviewed on a yearly basis.

Teachers will implement and abide by adjustments determined to be necessary by the Walsh Jesuit review process. Teachers may provide additional adjustments on a case-by-case basis; however, they will not be expected or required to provide adjustments beyond those identified and agreed to in the review process.

**Adjustments supported at Walsh Jesuit include:**

- Preferential classroom seating
- Facilitating sharing of notes by students and/or providing copies of teachers’ presentations
- Establishing timelines for long term projects
- Alternatives to bubble sheet type assessments
- Extended time for semester exams (not to exceed 50% extended time)
- Use of assistive technologies and auxiliary aids
- Audio texts
- Large print texts and exams
- Sensory tools
- Use of noise reducing devices (e.g. ear plugs, or headphones)
- One-on-one assistance
- Counseling services
- Other minor adjustments offered by teachers and the school

**Learning adjustments not supported at Walsh Jesuit include:**

- Modified curriculum
- Remediation
- Modified assessments
- One-on-one instruction
- ESL instruction
- Behavior modification plans
- Implementation of formal Individualized Education Programs (IEPs)
STUDENT WELLNESS: DRUG AND ALCOHOL AWARENESS AND PREVENTION POLICY

Philosophy

Walsh Jesuit High School seeks to promote *cura personalis* by fostering the physical, emotional, social, intellectual, and spiritual wellness of its students for their own growth and development as "men and women for others". Walsh Jesuit has a vital interest in maintaining a positive learning environment, one that is safe and healthy for all of its members. To this end, Walsh Jesuit accepts its responsibilities to:

- Educate students, parents, and the community about the risks and consequences of the use of alcohol, tobacco, and other drugs.
- Encourage students to live in accordance with the laws of our city, state, and nation concerning the use of these substances. This includes establishment and enforcement of related school rules for all students.
- Help students develop the life skills that will better prepare them to handle the prevailing social and cultural pressures.
- Guide students and families toward help as needed for chemical dependency and support them in these efforts.

Purpose

To help achieve this goal and fulfill these responsibilities, Walsh Jesuit has established a policy with regard to drug and alcohol use. The purpose of this policy is to:

- Provide a healthy and safe environment for all students.
- Encourage all students to remain drug and alcohol-free.
- Enable students to assume responsibility for regulating their personal lives in ways that will result in their becoming healthy representatives of the school and community.
- Offer solutions and support for any student who uses drugs and alcohol.
- Provide the school with positive guidelines and disciplinary policies for violations of the drug-free policy.

The Student Wellness: Drug and Alcohol Awareness and Prevention Policy focuses on student-parent communication, restorative support, and recognition of the moral significance of drug and alcohol abuse. *Prevention, not punishment, is the primary focus of this policy and the accompanying drug and alcohol testing program.* The policy and its components are used to deter initial use and to identify students in need of help.

Rationale

Attendance at a Catholic high school is a privilege and with that privilege, come certain responsibilities. Students and parents are held to a high standard of behavior in areas that affect well-being and safety. Those students who uphold their responsibilities and behavior have a right to learn and grow in an environment that is alcohol and drug-free.

As a Catholic school, we believe that we are created, body and soul, in the image of God. The Catechism of the Catholic Church states: “The human body shares in the dignity of the ‘image of God’...and it is the whole human person that is intended to become, in the body of Christ, a temple of the Spirit” (Catholic Church 364). As a Catholic School we believe faith teaches us to respect our bodies. Alcohol and drug abuse do harm to our bodies, and therefore violate our whole being.
Additionally, responsible alcohol use is a privilege; the privilege to consume alcohol begins at age 21, as mandated by state and federal law. The use of illicit drugs or abuse of prescription drugs is never acceptable. Drug and alcohol use is not part of “normal adolescent development.” It is never appropriate for students to possess/use drugs or alcohol or for families to provide opportunities for alcohol consumption or drug use by minors. Possession/use of drugs or a minor’s possession/use of alcohol is illegal and will have an impact on developmental and academic progress. Studies have repeatedly shown that the longer individuals wait to use alcohol or experiment with drugs, the greater the chances that they will not have problems with alcohol or drugs (Kirby and Barry 377). Further, studies have shown that alcohol is a true gateway drug (Kirby and Barry 377).

There are some consequences for violations of this policy that apply specifically to participation in co-curricular activities and to parking privileges. Co-curricular activities are a vital dimension of a total Walsh Jesuit education, a positive learning experience that can enhance achievement of personal potential through adherence to a lifestyle dedicated to integrity, self-discipline, and competition. In addition, selection for a school-sponsored team, organization, or club is both a privilege and an honor, and as such carries responsibilities commensurate with leadership roles. As leaders and more highly visible representatives of Walsh Jesuit, students in activities have an increased obligation to represent themselves and their school in an exemplary manner. Similarly, parking is a privilege enjoyed by those eligible students who uphold their responsibilities as members of the Walsh Jesuit community.

**Policy**

Walsh Jesuit has employed a two-part policy concerning the use of drugs and alcohol by our students. The first component (The Health and Wellness Program) fosters a community of drug and alcohol-free students who are well on their way to understanding how to make appropriate decisions concerning the use and abuse of drugs and alcohol. The second component (The Disciplinary Program) is designed to intervene in the life of a student who chooses to bring drugs or alcohol onto campus or chooses to be in possession or under the influence of drugs or alcohol off campus. The tenure of the policy extends from the date of the student’s first enrollment at Walsh Jesuit until the student graduates, transfers to another institution, or is otherwise removed and is in effect 365 days per year.

**Drug and Alcohol Policy – Part 1: The Health and Wellness Program**

Walsh Jesuit strives to be a community where our students are empowered to make responsible choices to avoid alcohol and drugs. Our goal in this regard is a drug and alcohol-free student body. To this end, all students at Walsh Jesuit are subject to mandatory random drug and alcohol testing throughout the school year.

**Confidentiality**

The results of all drug testing will be kept confidential, in accordance with written school policy and the Family Education Rights and Privacy Act. Test results will not be documented in any student’s academic record and will be destroyed in accordance with the school’s document retention policy. The information gathered will be shared with parents and appropriate school administrators as needed and will be used to help the students make positive choices.

**Process of Testing for the Health and Wellness Program**

Walsh Jesuit has employed the services of Great Lakes Biomedical, an Ohio-based drug and alcohol testing company, to administer, collect, process, and analyze drug and alcohol test samples. On dates determined by the school administration, Great Lakes Biomedical will utilize a random number generator to select students for testing. The school will not be involved in the process of student selection. Random testing dates will be
unannounced, and the frequency and percentage of students tested each time will be determined by the school administration. All students will be tested at some point throughout the school year, and some students may be tested more than once per school year. The testing company will utilize different types of tests, obtaining samples from students via saliva swab, urine screen, or hair follicle, to determine use of drugs or alcohol. *Refusal to submit to a test or avoiding a test will be treated as a positive result and may be grounds for dismissal from school.*

**Self-Referrals**

A self-referral occurs when a student asks a counselor, administrator, or any other school personnel for help and an assessment prior to any known violations of this policy. A self-referral may only happen prior to a student being notified that he/she must submit to a random test. A student may utilize a self-referral only once in four years. If a student makes a self-referral, the student must:

- Complete a school-approved drug assessment and counseling program and provide verification to the student’s guidance counselor. The counselor/agency providing the program must be certified by the Ohio Department of Health or the Ohio Department of Alcohol and Drug Addiction Services. Parents/guardians must pay for this expense.
- Submit to three random drug tests within the next 12 months, paid for by the student’s parents/guardians. The testing dates will be determined by the appropriate school designee and testing will be completed only by Great Lakes Biomedical. If the student tests positive during the follow-up drug tests, the student will be subject to “First Positive” consequences.

**Collection Process and Test Analysis**

On the testing date, the student will be notified to report to the collection site. A specimen from the student will be obtained according to the standard collection process for each test described in the Addendum/FAQs to this policy. The collection process is subject to change because of the procedural requirements by the testing agency. Walsh Jesuit High School reserves the right to change the collection process at any time to coincide with the testing guidelines set forth by the testing agency or a change in school administrative policy – parents will be notified of such.

When using rapid screens, all non-negative screens will be sent out with a chain of custody to a certified laboratory for confirmation. A Certified Medical Review Officer employed by Great Lakes Biomedical will verify the positive test. Further information regarding the test analysis can also be found in the Addendum/FAQs to this policy.

**Communication of Test Results**

Test results will not be shared with the Dean of Student’s Office, the Principal, or law enforcement. The Walsh Jesuit liaison for The Health and Wellness Program, the Assistant Principal for Faculty and Student Formation, will send an email home to parents/guardians of each student tested indicating that the student was asked to submit to a random test on that testing date.

For those students whose test results are negative for drugs and alcohol, Great Lakes Biomedical will share a “list of negatives” with this liaison.

For those students whose results are positive for drugs or alcohol, Great Lakes Biomedical Laboratories will share the information with the parents/guardians of such students (per the test analysis protocol found in the Addendum/FAQs to this policy) and with the Assistant Principal for Faculty and Student Formation. This school official will send an email home to the parents/guardians of such students within one day of receiving the information, will inform the student’s guidance counselor, and the following provisions will go into effect:
First Positive Test Result

Positive test results are cumulative in nature and consequences related to such results accrue throughout a student’s tenure at Walsh Jesuit (i.e. results do not re-set with each calendar year). Students whose test results yield a First Positive for some drug and/or alcohol use will do the following:

1. The student’s guidance counselor will set a meeting with the student and at least one parent/guardian.
2. Students and parents/guardians will discuss the information gleaned from the analysis of the test sample with the guidance counselor. **As this is a Health and Wellness program, there will be no disciplinary consequences at this time.** The purpose of the meeting is to assist the family in seeking any necessary help and interventions. Since the First Positive of a random test is considered a guidance conversation with the student and parent/guardian, **there will be no consequences affecting participation in co-curricular activities.**
3. Students will be required to complete a drug and alcohol prevention and education class, sponsored or approved by Walsh Jesuit.
4. Students with a “First Positive” result will be tested on **three** additional random testing dates over the next 12 months by representatives of Great Lakes Biomedical at the school.
   a. After three negative tests, the student will be placed back in the random pool. Any future positive test result will be regarded as a Second Positive.
   b. If any of the next immediate three tests is positive, the student will be placed in the Second Positive category.
5. All testing required after the initial random test will be charged to the student’s parents/guardians.

Second Positive Test Result

If, after the First Positive, the test results are again positive for drug or alcohol use, it will be considered a “Second Positive.”

1. Upon notification of the Second Positive, the student’s guidance counselor will schedule a meeting with the student and at least one parent/guardian. The Second Positive result will also require the student to complete a chemical dependency assessment at an agency approved by our Guidance Department and follow any recommendations of the chemical dependency evaluation within six weeks of being informed of the positive test result. In addition:
   a. A Second Positive will be reported to the Athletic Director and/or head coach/moderator as a second offense of the Wellness Policy regarding co-curricular suspensions. The student will be ineligible for public representation, outside competition and participation in all co-curricular activities for **25% of each activity for the next 12 months.** *(If the reinstated student wishes to participate in a co-curricular activity after its tryout period, the administration and the coaching/moderating staff will determine whether the student will be permitted to undergo a tryout period.)*
   b. A Second Positive will be reported to the Dean of Students and require a student to resign from all leadership positions (captaincy, officer roles, retreat leadership, etc.) for the remainder of the school year.
   c. A Second Positive will result in the removal of a student’s parking privileges for the remainder of the school year.
   d. A Second Positive will result in the removal of a student’s ability to transport another Walsh Jesuit student to or from School or any School-Sponsored Function for the remainder of the school year.
2. Failure to follow the guidelines of the chemical dependency evaluation may jeopardize a student’s continued enrollment at Walsh Jesuit.
3. Students with a Second Positive will submit to **five** random tests over the next 12 months.
a. If the Second Positive re-test results are negative for the duration of the next 12 months, the student will be placed back in the random pool.
b. If any of the Second Positive re-test results are positive, the student will be placed in the “Third Positive” category.

4. All testing required after the initial random test will be charged to the student’s parents/guardians.

### Third Positive Test Result

If, after the Second Positive, the test results are again positive for some drug or alcohol use, it will be considered a “Third Positive.”

1. The school will regrettably accept that, despite evaluation and support, the student is not demonstrating improvement in remaining drug/alcohol free.
2. A Third Positive will lead to dismissal from Walsh Jesuit.

### Drug and Alcohol Policy – Part 2: The Disciplinary Program

In all areas of student discipline, it is incumbent on the administration of Walsh Jesuit, as a Jesuit school, to seek the formation of young men or women in our care. In many matters of discipline, detention or occasional probation periods are necessary. The use of drugs and/or alcohol at school or at school events is a significantly more complicated disciplinary issue. In the cases of drugs and alcohol, both activities are illegal and may require the school to involve law enforcement personnel. Student off-campus drug and/or alcohol use is also illegal, unhealthy and may be harmful to the reputation of the school.

### Definitions/Understanding

1. *Drug* shall be defined as any illicit or illegal drug, prescription drug for which a student’s use does not have proper physician authorization, alcohol, or drug paraphernalia.
2. *Tobacco* violation is defined as use or possession of tobacco, nicotine, electronic cigarettes, or related materials in any form.
3. *Use* shall be defined as consumption or possession. Possession shall mean on the person, or on the property owned and/or used by the person. Property shall include a building, vehicle, locker or other gathering area.
4. *Confiscation* is defined as the seizure or sequestration of items related to drug/alcohol or tobacco usage by students. Any such items confiscated by the school during investigatory procedures will not be returned to the students or their families.
5. *Reasonable Suspicion Testing* is when school officials utilize their right to have a student tested for use of alcohol or drugs, when they believe there is a “reasonable suspicion” that the student possesses, is using, has recently used, or is under the influence of illegal substances.
6. *Self-Admission* is defined as an admission by a student to the school administration that he/she has recently used or possessed drugs/alcohol. A student may self-admit at any point prior to the time that he/she is given notice to complete a reasonable suspicion drug test (i.e. when he/she is asked questions directly relating to an incident/event at which drugs/alcohol may have been present to or in use by students). A student may not self-admit after he/she is asked to complete a test based on reasonable suspicion of alcohol/drug use relating to an incident/event at which drugs/alcohol may have been present to or in use by students.

### Class I Violations – Policy on Possession of Drugs/Drug Paraphernalia with the Intent to Sell/Distribute

Any student who possesses or controls illegal drugs or drug paraphernalia and sells or distributes, or intends to sell or distribute such materials to other members of the Walsh Jesuit community may not remain as an active member of the community, and as such, will be immediately dismissed from Walsh Jesuit High School.
Class II Violations - Policy on Hosting or Providing Alcohol or Illegal Substance Related Parties and Policy on Possession or Use of Alcohol or Other Illegal Drugs at School or any School-Sponsored Functions

Any student who hosts or facilitates a party or gathering at which alcohol or illegal drugs are illegally used by minors, or provides or procures a facility for any such party or gathering, has seriously violated the behavior expected by members of the Walsh Jesuit community. Further, Walsh Jesuit insists on protecting the physical, academic and social space of the school community from illegal use of alcohol or other drugs. Any student who illegally possesses and/or uses alcohol or other drugs prior to attending or while attending school or any school-sponsored function has harmed/endangered the school community.

Consequences for such infractions will be assigned for each student at the discretion of the school's administration after considering the circumstances. Such circumstances shall include any one or more of the following factors as the situation indicates:

- The nature and extent of the transportation and safety risks to those attending the party or gathering and to others (or risks to those attending school or the school function)
- The size of the party or gathering
- The nature and extent of the student's involvement in any planning, publicity and/or fees charged in connection with the party or gathering, use, or distribution of the alcohol or drugs
- The amount of alcohol or drugs involved
- The nature of the conduct of the attendees at the party or gathering (or of the student at school or the school related function)
- The student's prior disciplinary and academic history
- The academic timing of the infraction
- Any other factors that the school's administration considers relevant under the circumstances

If a Walsh Jesuit student is suspected of being under the influence of drugs or alcohol at any school function, on or off campus, a school representative will detain him/her.

When school authorities have reasonable suspicion to believe or suspect a student is or has recently been under the influence of alcohol or drugs at school, or at a school related or school sponsored activity or event, based on the student's observed conduct, demeanor, appearance, or speech, or other corroborated information, the student may be requested to submit to a test using an approved sensor. If the test discloses the student to be under the influence of alcohol or drugs to any degree or extent, then the student will remain with the school authority until a parent/guardian arrives and takes custody. If a parent/guardian is unavailable, another adult member of the student's family may represent the parent/guardian. If no adult can be reached, the school may turn the student over to law enforcement authorities.

The school reserves the right to conduct random or selective searches for alcohol or other substances at school or any school related function, whether on or off campus, by school personnel and/or the Cuyahoga Falls Police Department.

In addition, any test results may be used for disciplinary purposes (see Disciplinary Consequences section). Refusal to submit to any drug or alcohol test within the specified period of time will be treated as a positive result and may be grounds for dismissal from school.

Class III Violations - Policy on Possession or Use of Alcohol or Other Illegal Drugs outside of School Functions

As Walsh Jesuit students are called to live out the school's mission and abide by its policies away from school, the same rules regarding alcohol and drug possession and use apply to situations that occur away from school or school events. When school authorities have reasonable suspicion to believe or suspect a student has
recently been under the influence of alcohol or drugs away from school, the student may be required to submit to test using an approved sensor. If the test discloses the student to be under the influence of alcohol or drugs to any degree or extent, the student will be subject to disciplinary consequences outlined under Class III Violations.

**Class IV Violations – Policy on Possession or Use of Tobacco in Any Form at School or Any School-Sponsored Function**

Any student who possesses or uses tobacco in any form while attending school or any school-sponsored function has endangered the school community. As such, the student is subject to disciplinary consequences ranging from in-school suspension to dismissal from school.

Works Cited:


## Disciplinary Consequences for Student Use of Alcohol, Illegal Drugs or Tobacco

<table>
<thead>
<tr>
<th>Violations</th>
<th>Standard Consequences</th>
<th>Co-curricular Consequences</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Class I Violations</strong></td>
<td>Dismissal/Expulsion</td>
<td></td>
</tr>
<tr>
<td>Possession or control of any illegal drugs or drug paraphernalia with the intent of sale or distribution at any time</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Class II Violations</strong></td>
<td>Consequences up to and including dismissal from school. If not dismissed, 1 to 3 day in-school or out-of-school disciplinary suspension</td>
<td>If not dismissed, suspension from outside competition, public representation and participation in all activities for 25% of each activity for the next 12 months</td>
</tr>
<tr>
<td>Hosting or facilitating a party or gathering at which alcoholic beverages or other illegal drugs are available for use by minors, or providing or procuring a facility for such a party or gathering</td>
<td>The offense will be treated as a Positive test and the student will be subject to the protocol and consequences of a Positive test as outlined in the Health and Wellness Program (i.e. parent/student/guidance counselor conference, prevention intervention class or mandatory chemical dependency screening, submission to three-five random drug/alcohol tests over the next 12 months)</td>
<td>Resignation from all leadership positions for the next 12 months</td>
</tr>
<tr>
<td>Illegal possession and/or use of alcohol, other illegal drugs or drug paraphernalia at school or any school sponsored function</td>
<td>Placement on Disciplinary Contract for 12 months</td>
<td>Removal of parking privileges for the next 12 months</td>
</tr>
<tr>
<td><strong>Class III Violations</strong></td>
<td><strong>First Offense:</strong></td>
<td><strong>First Offense:</strong></td>
</tr>
<tr>
<td>Illegal possession and/or use of alcohol, other illegal drugs, or drug paraphernalia outside of school or any school sponsored function</td>
<td><strong>Self-Admission:</strong> No disciplinary consequences; the offense will be treated as a First Positive test and the student will be subject to the protocol and consequences of the First Positive test as outlined in the Health and Wellness Program</td>
<td><strong>Self-Admission:</strong> No co-curricular consequences</td>
</tr>
<tr>
<td></td>
<td><strong>Non-Self-Admission:</strong> In-school suspension for one to three days. The offense will be treated as a First Positive test and the student will be subject to the protocol and consequences of the First Positive test as outlined</td>
<td><strong>Non-Self-Admission:</strong> Immediate suspension from public representation, outside competition and participation in all co-curricular activities for 10% of each activity for the next 12 months; immediate resignation from all leadership positions for the next 12 months; immediate removal of parking privileges for the next 12 months</td>
</tr>
<tr>
<td>Second Offense:</td>
<td>Second Offense:</td>
<td></td>
</tr>
<tr>
<td>----------------</td>
<td>----------------</td>
<td></td>
</tr>
<tr>
<td><strong>Self-Admission:</strong> In-school suspension for one to three days; the offense will be treated as a Second Positive test and the student will be subject to the protocol and consequences of the Second Positive test as outlined in the Health and Wellness Program</td>
<td><strong>Self-Admission:</strong> Immediate suspension from public representation, outside competition and participation in all co-curricular activities for 25% of each activity for the next 12 months; immediate resignation from all leadership positions for the remainder of the current school year; immediate removal of parking privileges for the remainder of the current school year</td>
<td></td>
</tr>
<tr>
<td><strong>Non-Self-Admission:</strong> Three-day in-school suspension to dismissal; the offense will be treated as a Second Positive test and the student will be subject to the protocol and consequences of the Second Positive test as outlined in the Health and Wellness Program</td>
<td><strong>Non-Self-Admission:</strong> Immediate suspension from public representation, outside competition and participation in all co-curricular activities for 50% of each activity for the next 12 months; immediate resignation from all leadership positions for the next 12 months; immediate removal of parking privileges for the next 12 months</td>
<td></td>
</tr>
<tr>
<td><strong>Third Offense:</strong> Dismissal</td>
<td><strong>Third Offense:</strong> Dismissal</td>
<td></td>
</tr>
</tbody>
</table>

**Class IV Violations**

Possession or use of tobacco in any form at school or any school-sponsored function.

Consequences up to and including dismissal from school. If not dismissed, 1 to 3 day in-school or out-of-school disciplinary suspension.

Student will complete a school-approved nicotine intervention course (at family’s expense, if necessary) during the disciplinary suspension period.

Immediate suspension from public representation, outside competition and participation in all co-curricular activities for 10% of each activity for the next 12 months.
HARASSMENT, BULLYING, AND HAZING

Walsh Jesuit seeks to create and foster a learning environment where students can feel respected by their peers. Harassment against any members of the community in any situation is reprehensible and unacceptable conduct, which will not be tolerated. Further, harassment based on race, color, religion, gender, sexual orientation, national origin, age and disability violate state and federal law.

Harassment and Hazing Behavior

Harassment is behavior that results in an intimidating, hostile, and/or offensive educational environment. Such behavior may be physical, verbal, written, visual, non-verbal, and/or sexual. Examples of harassing behavior include, but are not limited to: bullying behavior, name-calling, unwanted physical contact, intimidation, and threats.

Sexual harassment includes unwelcome sexual advances or requests for sexual favors when (1) submission to such conduct is made either explicitly or implicitly a term or condition of the receipt of educational or school-related benefits, or (2) submission or rejection of such conduct by an individual is used as the basis for educational or other school-related decisions affecting that individual. It can also include but is not limited to the following: verbal harassment consisting of suggestive comments; sexual innuendos; nude photos; humor or jokes about sex, anatomy, or gender-specific traits; sexual propositions; threats; inappropriate use of terms of endearment; statements of a sexual nature made about other individuals even though they are made outside the individual's presence; obscene telephone calls; written harassment consisting of uninvited correspondences, notes, or sexually suggestive comments; cyber bullying or written harassment over social media; visual harassment consisting of obscene posters, signs, pin-ups, and slogans; non-verbal harassment consisting of suggestive or insulting sounds such as whistling; leering or ogling; obscene gestures; sexually suggestive bodily gestures; "cat calls," smacking or kissing noises; physical harassment consisting of touching, unwelcome hugging, kissing, pinching, brushing up against the body; coerced sexual activity or assault.

Students who believe they have been harassed/sexually harassed should proceed as follows:

- Seek the advice of their counselor.
- Seek advice of the Dean of Students.
- If a student believes that he/she is being harassed/sexually harassed or if any faculty or staff member believes that harassment/sexual harassment of a student is occurring, the matter should be reported to the Dean of Students immediately who will then talk with the Principal. The complainant should be prepared to share any evidence of harassment, including written notes, voicemail messages, email messages, Webpages, screen shots, or text messages.
- If appropriate, the complainant will be requested to submit a written statement describing the actions or words. Special attention will be given to confidentiality. Dissemination of information is limited to those persons with a need to know to protect the identity and rights of the parties involved.

The Dean of Students, Principal, and/or other designees shall investigate the complainant in an appropriate, effective, and confidential manner. The parent or guardian of each student will be notified if a student is the claimant or respondent of a complaint of harassment/sexual harassment.

- If the respondent is a student, the matter will be handled by the Dean of Students
- If the respondent is a member of the faculty or staff or other employee, the Principal shall take appropriate action. Any student who engages in harassment, sexual or otherwise, will be subject to disciplinary sanctions, which might include verbal reprimand, detention, suspension from classes and expulsion from Walsh Jesuit
Hazing

Hazing behavior is defined as, but is not limited to, verbal or physical harassment, mental or physical discomfort, intimidation, embarrassment, ridicule, bullying, or demeaning activity by an individual student or group of students. Hazing in any form is prohibited. Any student who engages in hazing will be subject to disciplinary sanctions, that range from detention to expulsion.
OTHER MATTERS

Confidentiality

What is said in the context of individual counseling or advising sessions is confidential within certain limits. Those limits to confidentiality include the threat of serious and imminent danger to a student's well-being such as: suicidal intentions; the intent to seriously harm another; concern that a serious alcohol/drug problem may exist; cases of physical or sexual abuse or sexual assault. In such cases, school personnel are obligated to get help for the student by contacting the student's parent/guardian and in cases of abuse, civil authorities.

If the school receives a report that a student is suicidal, it will confer with the student as well as his parent/guardian to make sure the student receives assistance. If a problem of a serious nature regarding a student at another school comes to Walsh Jesuit’s attention, it will contact the Counseling Department at that school to ensure the student gets the help he or she needs.

Deans’ Office

- **Emergency messages** only may be left with the Dean of Students’ Office and will be relayed to students when possible. Students will not be called to a phone during class time except for family emergencies or at the discretion of the Dean of Students’ Office. Delivery of messages received after 2:15 p.m. cannot be guaranteed.
- Authorized forms for fundraising can be found in the Dean’s Office and all fundraising must be approved by the Advancement Office.
- Signs must be approved and stamped by the Dean of Students’ Office before being posted. Signs, and placement of signs, must be appropriate.
- The school’s “lost and found” is located in or near the Dean of Students’ Office. After a reasonable period of time, unclaimed items will be discarded or donated.
- The Dean of Students’ will hold all confiscated materials. It will be the student’s responsibility to pick up said material, perhaps after serving a detention, at the appropriate time and remove it from the building. Such items may include but are not limited to cell phones, hats, MP3 players, or inappropriate clothing. This does not include any confiscated materials that are illegal to possess; these will not be returned to the student or the family.

Change of School Counselor

Students who would like to change counselors may complete a change of counselor form available in the College Guidance Office. The form should list the choice for counselor and be returned with the parent’s signature. While changes are permitted, Walsh Jesuit reserves the right to make assignments which maintain a balanced workload for each counselor.

Teacher Delay to Class

If a teacher does not arrive for a scheduled class, one student from the class should notify either the Dean of Students or the Principal’s Office. Students will stay in the classroom and use the time to study either until a teacher arrives or the period ends.

Gifts to Faculty and Staff

Gifts are an ordinary expression of appreciation and gratitude. Walsh Jesuit recognizes this. The depth of gratitude and warmth of appreciation is, however, not tied to the value of the gift. It is the policy of Walsh
Jesuit that any gift of substantial worth accrues to the school and not become the personal property of the individual. Gifts over $100 need the approval of the administration.

**Child Custody Issues**

Walsh Jesuit High School requires that the custodial parent file a copy of the court-certified custody section of the divorce decree or a court-certified copy of the custody decree with the Principal’s office. If no such copy is on file, school officials will presume that both parents have custodial rights. School officials will make all reasonable efforts to ensure that children are released only to the appropriate parent at the appropriate time according to court-mandated custodial arrangements. However, parents must accept the primary responsibility for such arrangements and should instruct their children as to which parent should have physical custody of them on any given day.

Non-custodial parents have the same rights as custodial parents to inspect the records of their children, unless a copy of a court order to the contrary is on file at the school.

**Parent or Guardian Residency**

All students, regardless of age, must have an adult who lives within 60 minutes of the school designated as the “guardian/caretaker” and that person must have written verification that the family of the student has empowered the guardian/caretaker to make all health/medical decisions and other important decisions regarding the health and welfare of the student, including but not limited to place of residence, financial, academic and safety concerns.

**Marriage Policy**

Marriage before graduation is strongly discouraged. Yet, if a student should exercise his or her right to legal marriage, he or she will be permitted to continue in both academic and extracurricular activities in accordance with the Ohio Revised Code, Section 3321.04. Such students continue to be subject to the provisions of the Walsh Jesuit Disciplinary Code.

**Photo and Video Release**

Walsh Jesuit High School reserves the unlimited right to use and/or reproduce photographs*, likenesses or the voice of any student in any legal manner and for internal or external promotional and informational activities. It is also to be understood that any student may be interviewed and/or photographed * by representatives of the external news media and WJHS communications in relation to any and all coverage of Walsh Jesuit High School in which he/she is involved. WJHS also reserves the right to publish any student’s work and/or photograph* on the Walsh Jesuit website and publications. It is to be further understood that by signing the release found on the enrollment contract, parents/guardians waive all present or future compensation rights to the use of the above stated material(s) including print, electronic, and online media.

It should also be understood that a student’s name, photograph/likeness, date of birth, weight/height, participation on athletic teams, involvement with extracurricular activities, and acceptance of awards, may appear in Walsh Jesuit news releases, publications, and/or on the school’s website.

* "Photograph” in this Release Form is intended to refer to photos and videos of your child alone. Group photographs and videos (two or more students), with no additional identifying information, are considered Directory Information. Please review the FERPA information sheet in the Walsh Jesuit Student Handbook.
Visitors

For security and hospitality at Walsh Jesuit, a clear procedure for school visitation must be adhered to during the school day. Friends of students from other schools are not allowed to visit during school hours. Any perspective student interested in shadowing must make arrangements through the Admissions Office. Anyone arriving at the school after 8:00 a.m. must enter through reception.
HEALTH SERVICES:
POLICIES AND PROCEDURES

School Health Services

A registered nurse is responsible for the school health program and will be in the building every day between 8:00 a.m. and 2:00 p.m. Ohio State Law requires that students registered in the school must have written verification on file that they have received immunizations, up to date per Ohio Department of Health.

Failure to provide information will result in the student being excluded from classes until written verification of proper immunization is provided to the school.

Should a student need to take prescribed medication during school hours, the following guidelines have been established:

1. Medication containers must have an affixed label including the student’s name, name of medication, dosage and time of administration.
2. A Student Medication Authorization Form must be signed by the health care provider and parent/guardian for prescription medication. This form (and others related to health care) are available to be downloaded from the Walsh Jesuit website.
3. Medication will be stored and dispensed in the school clinic. No medication is permitted to be carried on the student or taken at any location other than the school clinic; prescribed inhalers, epi-pens, and insulin pumps are the only exception when noted authorization is on file.
4. Except for acetaminophen and ibuprofen, which is stocked at the school, over the counter medications must be in the original container with the child’s name, dosage, and times or intervals at which the medication is to be dispensed. They must be accompanied by a student medication authorization form signed by the parent/guardian.
5. Medication remaining at the end of the school year must be claimed by the parent within 5 days or it will be discarded.

A student who is absent from classes for three (3) consecutive days or more due to any health-related problem must bring written verification from the family physician upon return to school (e.g. injuries, mononucleosis, all infectious diseases, etc.)

Health Guidelines for School Attendance

Please do not send your child to school if any of the following conditions or symptoms were present in the last 24 hours:

- Fever of 100.0 or higher
- Vomiting or Diarrhea (2 or more episodes in the past 24 hours)
- Unexplained/undiagnosed rash
- Bacterial Infection: student may return after 24 hours of prescribed antibiotics
- Pink Eye: medical assessment/treatment is required. If antibiotics is prescribed, student must be on medication for 24 hours before returning
- Live Lice
- Strep Throat is a bacterial infection confirmed by a throat culture. The student may return to schools after 24 hours of antibiotic therapy.

If you are unsure whether or not to send your child to school, please contact the school nurse at extension 142.
Absences from Physical Education Classes

Medical requests to be excused from physical education classes will be reviewed and decided upon by the teacher. Any absence of duration longer than one week requires that a doctor’s order brought to the Assistant Principal for Academics. Injuries requiring a student to sit out of physical education class for an extended period of time will be dealt with on an individual basis. The physical education teacher and the Assistant Principal for Academics will have the final say on credit.

Birth Certificate

Walsh Jesuit requires that each student registered in the school must have a copy of his/her official birth certificate on file. A hospital record or baptismal certificate will not be accepted. (See Academics: Report Cards, Diplomas, and Transcripts.)

Child Abuse and/or Neglect

It is a criminal offense for any person who has custody or control over a child, a parent, or one standing in the place of a parent (this includes a teacher) to create a substantial risk to the child’s health or safety by violating any duty of care, protection or support. Further, it is a criminal offense to punish, discipline or restrain a child maliciously, in an excessive or cruel manner or for a prolonged period so as to create a substantial risk of physical or mental harm to a child. (Section 2919.22, Ohio Revised Code.)

A “neglected” child includes any person under 18 years of age who is abandoned by parents, guardian or custodian, or who lacks proper parental support and care, such as necessary subsistence, education or medical care. An “abused” child includes a victim of sexual contact or conduct, or one endangered by substantial risk to their health or safety, or one who exhibits evidence of intentional injury. (Sections 2151.03, 2151.031, Ohio Revised Code.)

Suspected Abuse or Neglect

Any school teacher or school authority who has reason to believe, while acting in a professional capacity, that a pupil has suffered any injury or condition which reasonably indicates the student's abuse or neglect, must immediately report the information to an appropriate agency. Ohio Revised Code Section 2151.421 requires that administrators, teachers, counselors and school nurses report suspected instances of child abuse immediately. If child abuse is suspected, report it to the Principal's Office as soon as possible.

Communicable Diseases

The school reserves the right to allow our school health official to make proper determinations regarding any student who has a communicable disease according to the guidelines of the Ohio Health Code.

Parents and the student have an obligation to report to and cooperate with school authorities regarding the existence in that student of any medical illness or condition which may put that student or the general population at risk. Such illness or condition would include but not be limited to communicable diseases or illness and physical, emotional or mental handicaps.

Pregnancy

Walsh Jesuit High School strongly discourages premarital sexual activity. Should a student become pregnant, Walsh Jesuit strongly encourages the mother to carry the child to term. A pregnant student is permitted to continue in both academic and extracurricular activities as long as these pose no threat to the student’s health.
or to the well-being of the child. The provisions of the Walsh Jesuit Student/Parent Handbook including clothing, personal conduct, academic requirements, etc. continue to apply. The student and her parents are required to provide pertinent medical information to the Dean of Students. Also, a pregnant student will be required to engage in on-going professional counseling.

If a Walsh Jesuit student becomes a father, he is permitted to continue in both academic and extracurricular activities, but he is expected to take an active, responsible role in parenting the child. A father is required to engage in on-going professional counseling. The provisions of the Walsh Jesuit Student/Parent Handbook continue to apply.

Baby showers and gifts are considered inappropriate to an academic setting and are not permitted on school grounds. After the child is born, the parents are responsible for providing appropriate child care off school premises during the school day and during school-related functions.

**Policy for Injuries the Impair a Student’s Ability to Perform Academically**

Students incur injuries, at school-sponsored activities and otherwise. These may impair students’ ability to perform academically. Injuries including, but not limited to, concussions, orthopedic issues, and those requiring surgery result in school absences. When these injuries are serious enough to require academic restrictions, Walsh Jesuit will consider complying with the recommendations of the ordering physician. The end goal is proper healing and continued academic success for our students. To ensure physician-recommended restrictions are understood and temporary minor adjustments can be enacted, the following protocol has been established:

- Whenever an injury that requires academic minor adjustments occurs, it is the responsibility of the parents/guardians to communicate such information to the school nurse. Any Walsh Jesuit faculty/staff member or coach who is made aware of such an injury will also be instructed to report such information to the school nurse and any phone calls from parents reporting such injuries should be directed to the school nurse for an explanation of the “academic-impairment due to injury” procedure.
- Parents must complete the student information portion of the Academic/Extracurricular Restrictions Due to Injury Form and submit the form to their chosen medical professional, and have either themselves or the physician send the completed form to the school nurse, prior to the student’s return to school.
- It is the responsibility of the school nurse to email such information and a copy of the completed Form to the student's counselor; further, the same information should be emailed to the school’s academic administrative team (Principal, Assistant Principal for Academics, Assistant Principal for Faculty and Student Formation, Dean of Students) to make them aware of the situation.
- It is the responsibility of the student’s counselor to communicate necessary modifications to the faculty members whose classes are affected by the modifications.
- It is the responsibility of the Assistant Principal for Faculty and Student Formation and nurse to communicate such modifications to moderators, coaches, and/or the school’s athletic trainer whose programs are affected by the minor adjustments.
- It is incumbent upon the parents/guardians to communicate any changes to the original prescribed medical accommodations by submitting an updated Academic/Extracurricular Restrictions Due to Injury Form, with physician authorization, to the school nurse; parents will be informed that they must provide weekly email updates to both the school nurse and student’s counselor regarding the student’s injury/minor adjustments.
- It is the responsibility of the student’s counselor to communicate any updated information provided by the parents to the faculty members.
- It is the responsibility of the Assistant Principal for Faculty and Student Formation and nurse to communicate any updated information to the moderators, coaches, and/or school’s athletic trainer whose programs are affected by the minor adjustments.
Visits to Nurse

Any student who feels too ill to attend class, must report to their scheduled class to obtain the teacher’s permission before visiting the nurse. If the nurse is unavailable, students may check in at the Dean of Students’ Office. Any student who fails to follow these procedures will be punished for cutting class.
EXTRACURRICULAR CODE

Athletic Participation

While participation in more than one sport is encouraged, it is equally important for a student to finish one sport before starting another. Students are not allowed to quit one sport simply to begin another. To that end, the following guidelines have been established as periods of time after which a student will not be allowed to start a new sport until the previous sport has ended:

- Football: Day before the first scrimmage
- Basketball, Golf, Soccer, Tennis, and Volleyball: Final squad selections
- Cross Country, Hockey, Track, Swimming, Wrestling, and Lacrosse: First meet or game.

Extracurricular Eligibility

Participation in extracurricular activities is a privilege. A student may be declared ineligible at any time at the discretion of the Assistant Principal for Academics. Any student who, at the end of a quarter, fails two or more subjects must meet with the Assistant Principal for Academics and will be ineligible to participate in any extracurricular activities for the duration of the subsequent school quarter. Additionally, any student with a grade point average of 1.600 or below for that quarter will be ineligible to participate in any extracurricular activities for the duration of the subsequent school quarter with the following exception: the student will be reassessed after a period of four weeks with potential for reinstatement of extracurricular eligibility. This includes the first quarter of the following year should the two failures or quarter average of 1.6 or below occur in the fourth quarter of the preceding year. Students and their families should note that eligibility for the specific quarters will be determined according to the following criteria:

- First Quarter: Fourth quarter average from the previous year.
- Second Quarter: First quarter average from the current year.
- Third Quarter: Second quarter average from the current year.
- Fourth Quarter: Third quarter average from the current year.

The Assistant Principal for Academics will be responsible for indicating to the Athletic Director, the Dean of Students, and the Assistant Principal for Faculty and Student Development those students who will be ineligible for participation in extracurricular activities. The Principal is the final authority on extracurricular eligibility.

According to the OHSAA: A student coming off the “ineligible status” may become eligible 24 hours after the mandatory grade reporting date established by the Board of Education or other similar governing body for that school’s district, provided said reporting date is applicable to all students in that district. Walsh Jesuit defines the “reporting date” as the date grades are due per the master calendar.

Any student who has not completed service requirements by the announced deadline will be placed on extracurricular ineligibility.

Extracurricular Participation and Absences

Students are encouraged to participate in Walsh Jesuit’s extracurricular programs, both athletic and non-athletic. However, if a student is absent more than half the school day due to illness, appointments, or other reasons, he/she will not be permitted to participate in practice, performance or competition that day. Permission for exception may only be given by the Dean of Students at least one day in advance. Students must be in class by 11:00 AM in order to be considered present for half the day. Additionally, if a student leaves during the school day because of illness, he/she is not permitted back to school for any reason, including extra-curricular activities.
ATHLETIC CODES

Players’ Athletic Code of Ethics/Conduct

   
   Walsh Jesuit, a Catholic, college preparatory high school in the spirit of St. Ignatius of Loyola, reaches beyond academic excellence to develop competence, conscience, and compassion within its graduates. As a Christ-centered community, we strive to form "men and women for others."

2. Keep a positive attitude at all times, regardless of the score or amount of playing time.
3. Be a leader in everything you do (actions, words, and thoughts!!) on and off the playing field of play.
4. Always be a good sport and realize it is a game and not life and death situations.
5. Respect everyone on the team.
6. Know and follow the rules of the game.
7. Treat the opponent the way you would like to be treated.
8. Refrain from taunting.
9. Respect members in other programs.
10. Maintain the will to win and the goal to have fun.
11. Strive to be the best you can be not only in your athletic performance but in your conduct as well.
12. Follow school policies.
13. Respect your coaches.
14. Participate in team prayer before and after games.
15. Display loyalty and support to Walsh Jesuit and all of its programs.
16. Place team goals before individual goals.
17. Refrain from displaying any form of racial, economic, or gender discrimination.
18. Respect and take responsibility for the property and equipment used by you and your team at Walsh Jesuit and all opposing schools.
19. Follow the proper chain of command to deal with problems or concerns:
   
   a. Athlete – Coach
   b. Athlete/Parent – Coach
   c. Athlete/Parent – Athletic Director
   d. Athletic/Parent – Principal
   e. Athlete/Parent – President
Parents’ Athletic Code of Ethics/Conduct

   
   *Walsh Jesuit, a Catholic, college preparatory high school in the spirit of St. Ignatius of Loyola, reaches beyond academic excellence to develop competence, conscience, and compassion within its graduates. As a Christ-centered community, we strive to form “men and women for others.”*

2. Attend mandatory pre-season meeting scheduled by the athletic office.
3. Promote good conduct and sportsmanship as a fan.
4. Support all players, coaches and officials.
5. Support the Walsh Jesuit Booster Club and team parent efforts.
6. Make sure my son/daughter has proper equipment for their sport, is punctual and attends practices and games, and help my son/daughter to eat and drink in healthy ways.
7. Make sure my son/daughter knows that win or lose that they are loved and their efforts are appreciated.
8. Avoid coaching from the stands and post-game analysis. Talk to your son/daughter about the game at home.
9. Make an appointment to discuss concerns with the coach. Don’t confront a coach before or after a game or practice.
10. Appropriate concerns to discuss with coaches:
   a. treatment of your child
   b. ways to help your child improve
   c. concerns about your child’s behavior
11. Issues not appropriate to discuss with the coaches:
   a. playing time
   b. team strategy
   c. play calling
   d. other student athletes
12. Follow the proper chain of command to deal with problems or concerns:
   a. Athlete – Coach
   b. Athlete/Parent – Coach
   c. Athlete/Parent – Athletic Director
   d. Athletic/Parent – Principal
   e. Athlete/Parent – President
Coaches’ Athletic Code of Ethics/Conduct

   
   *Walsh Jesuit, a Catholic, college preparatory high school in the spirit of St. Ignatius of Loyola, reaches beyond academic excellence to develop competence, conscience, and compassion within its graduates. As a Christ-centered community, we strive to form “men and women for others.”*

2. Hold a parent meeting at the beginning of each season; review codes of conduct, introduce coaches, explain procedures for contacting coaches, give rules, regulations and schedules for the team.

3. Follow the rules of Walsh Jesuit High School, the North Coast League, the Ohio School High School Athletic Association and the sport you coach.

4. Promote good sportsmanship and fair play.

5. Strive for excellence within the teams.

6. Promote players having fun, improving, and doing their best.

7. Strive for clear and honest communication and fair treatment of all players.

8. Care for the spiritual, physical, emotional and educational welfare of the players.

9. Be continual learners as coaches; attend Athletic Department meetings, and available clinics and classes.

10. Hold team prayer at matches and games.

11. Help players with academic problems, who are not meeting the Walsh Jesuit High School Mission Statement or team goals.

12. Working with the Community Service Director, organize a service visit for your team at least once per season.

13. Support players’ decisions to participate in other extra-curriculars. Coaches will not penalize students for playing other sports.

14. Support fellow coaches, respecting their programs rather than viewing other programs as competitive.

15. Set up a meeting with the Athletic Director to review and evaluate the season and the student surveys.

16. Hold a valid PAV certificate from the Ohio Department of Education and remain current with CPR, Sports Medicine, Lindsay’s Law and concussion training.
FAMILY EDUCATION RIGHTS AND PRIVACY ACT (FERPA)

The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99) is a Federal law that protects the privacy of student education records. The law applies to all schools that receive funds under an applicable program of the U.S. Department of Education.

FERPA gives parents certain rights with respect to their children's education records. These rights transfer to the student when he or she reaches the age of 18 or attends a school beyond the high school level. Students to whom the rights have transferred are "eligible students."

- Parents or eligible students have the right to inspect and review the student's education records maintained by the school. Schools are not required to provide copies of records unless, for reasons such as great distance, it is impossible for parents or eligible students to review the records. Schools may charge a fee for copies.
- Parents or eligible students have the right to request that a school correct records which they believe to be inaccurate or misleading. If the school decides not to amend the record, the parent or eligible student then has the right to a formal hearing. After the hearing, if the school still decides not to amend the record, the parent or eligible student has the right to place a statement with the record setting forth his or her view about the contested information.
- Generally, schools must have written permission from the parent or eligible student in order to release any information from a student's education record. However, FERPA allows schools to disclose those records, without consent, to the following parties or under the following conditions (34 CFR § 99.31):
  - School officials with legitimate educational interest;
  - Other schools to which a student is transferring;
  - Specified officials for audit or evaluation purposes;
  - Appropriate parties in connection with financial aid to a student;
  - Organizations conducting certain studies for or on behalf of the school;
  - Accrediting organizations;
  - To comply with a judicial order or lawfully issued subpoena;
  - Appropriate officials in cases of health and safety emergencies; and
  - State and local authorities, within a juvenile justice system, pursuant to specific State law.

Schools may disclose, without consent, "directory" information such as a student's name, address, telephone number, date and place of birth, honors and awards, and dates of attendance. However, schools must tell parents and eligible students about directory information and allow parents and eligible students a reasonable amount of time to request that the school not disclose directory information about them. Schools must notify parents and eligible students annually of their rights under FERPA. The actual means of notification (special letter, inclusion in a PTA bulletin, student handbook, or newspaper article) is left to the discretion of each school.

For additional information, call 1-800-USA-LEARN (1-800-872-5327) or you may contact us at the following address: Family Policy Compliance Office, US Department of Education, 400 Maryland Avenue SW, Washington, DC 20202-8520
GENERAL ACKNOWLEDGMENT, WAIVER, RELEASE AND ACTIVITIES PERMISSION POLICY

As a material part of this Student Handbook, and in consideration of the acceptance, enrollment, attendance, and educational benefits received and inuring to a student at Walsh Jesuit High School ("WJHS"), a policy has been established by WJHS requiring the acknowledgment, waiver, release and permission of the Student, and the Parent/Guardian if the Student is a Minor, to attend WJHS and participate in school activities, whether on or off school premises, while enrolled at WJHS. This includes, but is not limited to, participation in any extra-curricular activities including sports, the arts, and service projects, trips to and from school premises, and all other activities incident to student life at WJHS ("the Activities").

In consideration of the opportunity to enroll at WJHS and participate in the Activities, the Student and the Parent/Guardian, if the Student is a Minor, hereby releases WJHS, together with its governing bodies, officers, directors, trustees, members, employees, agents, assigns, volunteers, constituents, and/or any other personnel affiliated with WJHS in any way whatsoever, jointly and severally, (collectively, the "WJHS Releases"), from any and all liability, damages, injuries, claims or causes of action, which may in any way arise as a result of or related to the Student’s enrollment at the School and/or participation in the Activities, or in any way related to the Student’s presence at, or as a participant in the Activities, including, but not limited to, injuries and damages occurring during the Activities. The Student, and the Parent/Guardian if the Student is a Minor, acknowledge that by enrolling at the School and/or participating in the Activities, any and all risks associated therewith, whether known or unknown, are expressly and impliedly assumed by the Student, and the Parent/Guardian if the Student is a Minor, and not by WJHS, together with its governing bodies, officers, directors, trustees, members, employees, agents, assigns, volunteers, constituents, and/or any other personnel affiliated with WJHS in any way whatsoever, jointly and severally. The Student, and the Parent/Guardian if the Student is a Minor, acknowledges he/she is engaging in the Activities with full and complete knowledge of the dangers, risks, potential for injuries and severity of such injuries involved with his/her participation therein. The Student, and the Parent/Guardian if the Student is a Minor, assumes, will be responsible for, and will indemnify and hold the WJHS Releases harmless from, any and all damages (including reasonable attorney fees and court costs), injuries, claims or causes of action, which may in any way arise as a result of or relate to the Student’s enrollment and/or participation in the Activities.

The Student, and the Parent/Guardian if the Student is a Minor, hereby remises, releases and forever discharges the WJHS Releases from any and all debts, demands, actions, causes of action, suits, proceedings, agreements, contracts, judgments, damages, claims and liabilities whatsoever of every name and nature, whether known or unknown, whether existing now or which arise at any time in the future, whether or not well founded in fact or in law, and whether in law or equity or otherwise, which the Student, and the Parent/Guardian if the Student is a Minor, can, shall or may have against the WJHS Releases for or by reason of the Student’s enrollment and/or participation in the Activities.

In addition to the foregoing and consistent therewith, the Student, and the Parent/Guardian if the Student is a Minor, shall be required to execute Acknowledgment, Waiver, Release and Activities Permission Forms specifically directed to particular Activities including, but not limited to, Ohio High School Athletic Association Forms for Interscholastic Athletics; St. Benedict Joseph Labre Ministry to the Homeless; Ministry, Mission and Immersion Events/Trips through the Office of Campus Ministry; School Sponsored Transportation to off campus events, Arts related activities; and for such other Activities as may be undertaken incident to student life at WJHS. This General Acknowledgment, Waiver, Release and Activities Permission Policy set forth above shall be, and is, applicable to all Activities and is expressly incorporated by reference in all Acknowledgment, Waiver, Release and Activities Permission Forms specifically directed to particular activities at WJHS.
## 2019-2020 Daily Schedules

### SCHEDULE A
**REGULAR DAILY 40-MINUTE PERIODS**

<table>
<thead>
<tr>
<th>Time</th>
<th>Class</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>8:00 AM</td>
<td>1</td>
<td>8:45 AM</td>
</tr>
<tr>
<td>8:49 AM</td>
<td>2</td>
<td>9:29 AM</td>
</tr>
<tr>
<td>9:33 AM</td>
<td>3</td>
<td>10:13 AM</td>
</tr>
<tr>
<td>10:17 AM</td>
<td>4</td>
<td>10:57 AM</td>
</tr>
<tr>
<td>11:01 AM</td>
<td>5</td>
<td>11:41 AM</td>
</tr>
<tr>
<td>11:45 AM</td>
<td>6</td>
<td>12:25 PM</td>
</tr>
<tr>
<td>12:29 PM</td>
<td>7</td>
<td>1:09 PM</td>
</tr>
<tr>
<td>1:13 PM</td>
<td>Examen</td>
<td>1:16 PM</td>
</tr>
<tr>
<td>1:16 PM</td>
<td>8</td>
<td>1:56 PM</td>
</tr>
<tr>
<td>2:00 PM</td>
<td>9</td>
<td>2:40 PM</td>
</tr>
</tbody>
</table>

### SCHEDULE D
**PEP RALLY 36-MINUTE PERIODS**

<table>
<thead>
<tr>
<th>Time</th>
<th>Class</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>8:00 AM</td>
<td>1</td>
<td>8:41 AM</td>
</tr>
<tr>
<td>8:45 AM</td>
<td>2</td>
<td>9:21 AM</td>
</tr>
<tr>
<td>9:25 AM</td>
<td>3</td>
<td>10:01 AM</td>
</tr>
<tr>
<td>10:05 AM</td>
<td>4</td>
<td>10:41 AM</td>
</tr>
<tr>
<td>10:45 AM</td>
<td>5</td>
<td>11:21 AM</td>
</tr>
<tr>
<td>11:25 AM</td>
<td>6</td>
<td>12:01 PM</td>
</tr>
<tr>
<td>12:05 PM</td>
<td>7</td>
<td>12:41 PM</td>
</tr>
<tr>
<td>12:45 PM</td>
<td>8</td>
<td>1:21 PM</td>
</tr>
<tr>
<td>1:25 PM</td>
<td>9</td>
<td>2:01 PM</td>
</tr>
<tr>
<td>2:05 PM</td>
<td>RALLY</td>
<td>2:40 PM</td>
</tr>
</tbody>
</table>

### SCHEDULE B
**RELIGIOUS ACTIVITY - OPTIONAL 34-MINUTE PERIODS**

<table>
<thead>
<tr>
<th>Time</th>
<th>Class</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>8:00 AM</td>
<td>1</td>
<td>8:39 AM</td>
</tr>
<tr>
<td>8:43 AM</td>
<td>2</td>
<td>9:17 AM</td>
</tr>
<tr>
<td>9:21 AM</td>
<td>3</td>
<td>9:55 AM</td>
</tr>
<tr>
<td>9:59 AM</td>
<td>RA</td>
<td>10:52 AM</td>
</tr>
<tr>
<td>10:56 AM</td>
<td>4</td>
<td>11:30 AM</td>
</tr>
<tr>
<td>11:34 AM</td>
<td>5</td>
<td>12:08 PM</td>
</tr>
<tr>
<td>12:12 PM</td>
<td>6</td>
<td>12:46 PM</td>
</tr>
<tr>
<td>12:50 PM</td>
<td>7</td>
<td>1:24 PM</td>
</tr>
<tr>
<td>1:28 PM</td>
<td>8</td>
<td>2:02 PM</td>
</tr>
<tr>
<td>2:06 PM</td>
<td>9</td>
<td>2:40 PM</td>
</tr>
</tbody>
</table>

### SCHEDULE E
**EARLY DISMISSAL 34-MINUTE PERIODS**

<table>
<thead>
<tr>
<th>Time</th>
<th>Class</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>8:00 AM</td>
<td>1</td>
<td>8:39 AM</td>
</tr>
<tr>
<td>8:43 AM</td>
<td>2</td>
<td>9:17 AM</td>
</tr>
<tr>
<td>9:21 AM</td>
<td>3</td>
<td>9:55 AM</td>
</tr>
<tr>
<td>9:59 AM</td>
<td>4</td>
<td>10:33 AM</td>
</tr>
<tr>
<td>10:37 AM</td>
<td>5</td>
<td>11:11 AM</td>
</tr>
<tr>
<td>11:15 AM</td>
<td>6</td>
<td>11:49 AM</td>
</tr>
<tr>
<td>11:53 AM</td>
<td>7</td>
<td>12:27 PM</td>
</tr>
<tr>
<td>12:31 PM</td>
<td>8</td>
<td>1:05 PM</td>
</tr>
<tr>
<td>1:09 PM</td>
<td>9</td>
<td>1:43 PM</td>
</tr>
<tr>
<td>1:47 PM</td>
<td>TM</td>
<td>2:40 PM</td>
</tr>
</tbody>
</table>

### SCHEDULE C
**DELAYED START 34-MINUTE PERIODS**

<table>
<thead>
<tr>
<th>Time</th>
<th>Class</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>8:00 AM</td>
<td>TM</td>
<td>8:55 AM</td>
</tr>
<tr>
<td>9:00 AM</td>
<td>1</td>
<td>9:36 AM</td>
</tr>
<tr>
<td>9:40 AM</td>
<td>2</td>
<td>10:14 AM</td>
</tr>
<tr>
<td>10:18 AM</td>
<td>3</td>
<td>10:52 AM</td>
</tr>
<tr>
<td>10:56 AM</td>
<td>4</td>
<td>11:30 AM</td>
</tr>
<tr>
<td>11:34 AM</td>
<td>5</td>
<td>12:08 PM</td>
</tr>
<tr>
<td>12:12 PM</td>
<td>6</td>
<td>12:46 PM</td>
</tr>
<tr>
<td>12:50 PM</td>
<td>7</td>
<td>1:24 PM</td>
</tr>
<tr>
<td>1:28 PM</td>
<td>8</td>
<td>2:02 PM</td>
</tr>
<tr>
<td>2:06 PM</td>
<td>9</td>
<td>2:40 PM</td>
</tr>
</tbody>
</table>

### SCHEDULE F
**DOUBLE MASS - MANDATORY 31-MINUTE PERIODS; 55-MINUTE MASSES (2)**

<table>
<thead>
<tr>
<th>Time</th>
<th>Class</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>8:00 AM</td>
<td>1</td>
<td>8:37 AM</td>
</tr>
<tr>
<td>8:41 AM</td>
<td>2</td>
<td>9:36 AM</td>
</tr>
<tr>
<td>9:40 AM</td>
<td>RA/2</td>
<td>10:35 AM</td>
</tr>
<tr>
<td>10:39 AM</td>
<td>3</td>
<td>11:10 AM</td>
</tr>
<tr>
<td>11:14 AM</td>
<td>4</td>
<td>11:45 AM</td>
</tr>
<tr>
<td>11:49 AM</td>
<td>5</td>
<td>12:20 PM</td>
</tr>
<tr>
<td>12:24 PM</td>
<td>6</td>
<td>12:55 PM</td>
</tr>
<tr>
<td>12:59 PM</td>
<td>7</td>
<td>1:30 PM</td>
</tr>
<tr>
<td>1:34 PM</td>
<td>8</td>
<td>2:05 PM</td>
</tr>
<tr>
<td>2:09 PM</td>
<td>9</td>
<td>2:40 PM</td>
</tr>
</tbody>
</table>