

Student Handbook

PRINCIPAL'S MESSAGE

Welcome to Pilgrim High School! This year's entering class, the class of 2010, will be the forty-seventh class to graduate from Pilgrim High School. Graduates of Pilgrim High School include members of city and state government, professional athletes, Rhode Scholars, business leaders, world-renowned actors, and numerous others who contribute significantly to society on a daily basis. We urge you to work to your full potential, take advantage of our extracurricular and co-curricular activities and to contribute your share to keeping Pilgrim High School among the state's finest high schools. We encourage you to use this handbook daily to learn more about Pilgrim, to plan your day and to keep track of short and long term assignments. Best of luck to the class of 2010 as you embark on your high school experience. May your journey be filled with challenges and satisfaction as you strive to discover what it means to be a Pilgrim Patriot.

Sincerely,

Dennis T. Mullen
Principal

PLANNING COURSE OF STUDY

Students select their course of study while they are still students in grade eight. The Career and Technical Program may not be chosen until a student is to enter grade 10.

There are three general programs at the senior high level:

1. General: with five areas of concentration
2. College Preparatory: with honors and advanced placement honors
3. Career and Technical: with thirteen areas of concentration and presented at four skill center locations.

The initial programming at the eighth grade level is approved by parents after the student has met with his/her counselor and worked out a long range program that seems to fit his/her needs.

HAZING

The term "hazing" refers to any conduct or acts of initiation that endangers the physical or mental health of any student or person. Anyone student who participates in hazing is subject to suspension from school and from the school team for the remainder of the season, as well as possible criminal penalties. Anyone who witnesses hazing or knows that a person is a victim is obligated to report the situation to the principal. Anyone who fails to report such action may be suspended from school and the team.

PILGRIM HIGH SCHOOL

Principal:	Dennis T. Mullen
Assistant Principal:	Marie A. Johnson
Assistant Principal:	Donald B. Miller

DEPARTMENT HEADS

Business:	Catherine Thibaudeau
English:	Elizabeth Anderson
Foreign Language:	Coleen Griffith
Guidance:	Donna Tobin
Human Science and Service:	Evelyn Sherry
Mathematics:	Patricia Lytle
Physical Education:	Nancy Leonard
Science:	Peter Rivelli
Social Studies:	Andrea Atturio
Special Education:	Timothy Valk
Technical Education:	Dennis Dubee
Nurse:	Kathy Gage
Social Arts Coordinator:	James Ginolfi
Athletic Director:	Domenic Marcone
Head Custodian:	Mark Parker

MISSION STATEMENT

In order to excel tomorrow, we challenge all students to meet the highest academic, civic, and social standards today.

POLICY OF NON-DISCRIMINATION

It is the policy of the Warwick Public Schools not to discriminate on the basis of age, sex, race, religion, national origin, color, handicap or sexual orientation in its educational program, activities, and employment practice in accordance with applicable laws and regulations. Additionally, the lack of English Language skills of national origin minority persons will not be a barrier to admission and participation in vocational education programs.

CODE OF ETHICS

A firm belief in the need for discipline in our schools and a desire to make enforcement of discipline more uniform across our school system are the motivational factors behind the creation of this code. This disciplinary code for Warwick's public schools is rooted in two philosophical beliefs. *First*, because no learning can take place in an atmosphere of chaos or fear, a safe and orderly environment must be guaranteed to all students. *Second*, discipline in our schools should reinforce the following values: responsibility, dependability, truthfulness, promptness, respect for authority and property, honesty, and willingness to accept the consequences for one's actions.

...This code will benefit both the Warwick Public Schools and the young people it serves. With schools operating in an atmosphere of high disciplinary expectations, the energies of all parties will be properly focused upon academics and academic achievement.

Prohibition Against Bullying, Harassment, and Intimidation

Prohibition Against Bullying

Bullying is prohibited in the Warwick Public Schools. For the purposes of this policy "bullying" refers to harassment, intimidation or bullying. The prevention of bullying is part of the district's strategic plan.

Definition of Bullying

Bullying means an intentional written, verbal or physical act or threat of a physical act that, under the totality of circumstances:

- A reasonable person should know will have the effect of; physically harming a student, damaging a student's property, placing a student in reasonable fear of harm to his or her person, or placing a student in reasonable fear of damage to his or her property; **or**
- is sufficiently severe, persistent or pervasive that it creates an intimidating, threatening or abusive educational environment for a student.

Bullying also occurs when a student or a group of students organize a campaign of shunning against another student or when a student or group of students maliciously spread rumors about another student. In most circumstances bullying does not include a mutual fight between two students of roughly equal strength who are angry with each other. Such fights are subject to discipline as a violation of school rules prohibiting fighting.

Definition of "At School"

In the context of this policy, the phrase "at school" includes the following places and situations:

- in a classroom,
- elsewhere in the school,
- on school property,
- immediately adjacent to school property,
- on a school bus or other school vehicle,
- at school bus stops,
- while students are walking to or from school,
- at any school-sponsored activity or event, whether or not held on school premises.

Disciplinary Sanctions

Disciplinary sanctions for bullying may include any of the disciplinary actions listed in the Student Code of Ethics and/or School Committee policies including the following:

- loss of the opportunity to participate in extracurricular activities,
- loss of the opportunity to participate in school social activities,
- loss of the opportunity to participate in graduation exercises,
- loss of school bus transportation,
- transfer to another school, assignment of community service,
- in-house suspension,
- short-term school suspension (10 or fewer days of suspension) or long-term school suspension (suspension for more than 10 days),
- admonitions, warnings and counseling.

GENERAL INFORMATION CENTER

THE GUIDANCE OFFICE

If you wish to see your guidance counselor during the school day, you must make an appointment by getting a pass in the guidance office before or after homeroom. DO NOT COME TO THE GUIDANCE OFFICE WHEN YOU ARE SCHEDULED FOR CLASS OR DO NOT HAVE A PASS, EXCEPT IN CASE OF EMERGENCY. You do not need an appointment to see you counselor before or after school.

PARENT-TEACHER CONFERENCES

Parent-teacher conferences can be arranged through the individual counselor or through the clerk in the guidance office.

HEALTH OFFICE REGULATIONS

1. The health office is available for any medical emergency that may occur during the school day. The nurse is available for conferences at any time in the day.
2. Students MUST have a pass signed by the classroom teacher before admission to the health office is allowed. If the teacher is not in the classroom, any administrator will grant a permission slip.
3. The nurse will excuse anyone that is ill or is injured when parent/guardian has been notified. If the parent can not be reached then the relative or friend, designated by the parent, as listed on the emergency card will be contacted.
4. All medications taken at school must be prescribed by a physician, have written parental consent, and be in the original container. No medication will be dispensed solely by the nurse without such obtained consent. All medications are stored in the nurse's office. Consent forms are available in the nurse's office. All medication needs to be renewed yearly in order to be administered.
5. Parents must leave the prescribed medications with the nurse. Parents must pick up unnecessary medications at the year-end or it will be discarded.
6. Please notify the nurse to update student information such as physical examinations, medical and surgical conditions, injuries, allergies or any booster vaccinations that may occur.

BOOKS

All necessary hard/soft covered text are loaned for use during the school year. The students are to write their name on the inside cover. If you lose a text, you are to report the loss to your teacher immediately. If the book is not found, you must pay for the book and you will be issued another one. In the event that the book is found after you have paid for it, your money will be refunded. Students who owe money to the school will not receive their grades, diplomas, nor will transcripts be mailed to another school for them until they fulfill their obligation to the school.

NOTEBOOK POLICY

Notebooks are required at Pilgrim High School. Students must bring their notebooks to each class and are responsible for keeping them up to date and in good condition. Remember to bring your notebook, take notes in each class and review the notes before you start your homework. Make sure your notes are clearly written and easy to understand.

LOCKERS

Each student will be assigned a locker at the beginning of the school year. Report to the school or office all occurrences of damages to lockers. **EACH STUDENT MUST PROTECT HIS OWN PROPERTY. THE SCHOOL CANNOT BE RESPONSIBLE FOR TEXTBOOKS OR PERSONAL PROPERTY PLACED IN LOCKERS. STUDENTS ARE FINANCIALLY RESPONSIBLE FOR ANY DAMAGE TO THEIR LOCKERS.** Lockers are loaned to the students for use during the school year and remain the property of Pilgrim High School. In view of this, school officials maintain the right to access lockers when given due cause. **REMEMBER THERE IS NO DISTRICT INSURANCE TO COVER LOSSES FROM LOCKERS.**

LUNCH PERIOD

Lunches will be brought to school or purchased in the cafeteria. All lunches must be eaten in the cafeteria. Do your part in creating an atmosphere of orderliness and dignity. After eating please throw away your lunch bags, etc. Students who violate the rules of the cafeteria will be denied the privilege of its use. Any student who is identified by school personnel as participating in inappropriate behavior will receive detention. ***STUDENTS ARE NOT ALLOWED TO LEAVE THE BUILDING GROUNDS DURING LUNCH PERIODS.***

INTERIM REPORTS

Interim reports will be issued half-way through each marking period. Every student will receive an interim report that should be signed by a parent and returned the following day. The interim report will replace a deficiency report for student who are borderline or failing a class as of the interim report day.

DEFICIENCY REPORTS

Deficiency reports will be issued only to student whose work has dripped off significantly to borderline or failing after the issuance of Interim Reports.

DEPARTMENT NIGHT

Each teacher is assigned a department night. Department night is an after school period which the student may use to make up any missing work or to receive extra help. Student may report voluntarily or may be requested to attend by the teacher.

HONOR ROLL

A student shall be placed on the Honor Roll if he/she earns a grade point average of 3.45. "C" grades are permitted only if every "C" is balanced off by an "A". If a grade point average of 4.25 is achieved with at least 3 "A" grades and no "C", a student will be placed on High Honors. However, a "D" or "E" grade will disqualify a student from Honors or High Honors. (Health and Family Life and Physical Education are not included in the determination of Honor Roll status.)

RHODE ISLAND HONOR SOCIETY

To be eligible for the Rhode Island Honor Society, high school senior must attain a grade point average of 3.45. "C" grades are permitted only if "C" grades are balanced off by an "A" grade. However a "D" or "E" grade shall disqualify a student. (Physical Education and Health and Family Life are not figured in computations.)

NATIONAL HONOR SOCIETY

Membership to the National Honor Society is earned by a satisfactory evaluation of qualifying student scholarship, leadership, service, and character by a faculty committee. To qualify a student must have a minimum 2 ½ or 3 year average of 4.25 with no final "D" or "E" grade.

Extracurricular Failure Policy

Students who participate in an extracurricular activity may only fail **one** subject in a given quarter to remain eligible. Students who fail more than one subject are automatically ineligible until the distribution of the following quarter's report card. Interim reports may **not** be used to determine a student's eligibility. **Students involved in athletics are automatically ineligible to participate in an athletic activity if the one failure for the quarter is in the area of physical education.**

FIRE DRILL

Fire drills are serious and are designed to protect lives in the event of a real fire. Students are to pass orderly and quietly from their rooms to the assigned exit. Each classroom teacher will explain the rules of the fire drill procedure to classroom students.

RADIOS, "WALKMANS", SKATEBOARDS, CELL PHONES

Radios, "WALKMANS", skateboards and cell phones are not permitted on school grounds. They are a source of distraction, present opportunities for theft and lead to student/staff confrontations. Repeated disregard of this rule will result in confiscation until the end of the school year.

BEHAVIOR EXPECTATIONS

If every student were to adopt the policy that the main purpose of school is an education and strive toward that goal, disciplinary problems would be nonexistent. However, growing up seems to have an inborn quality of making mistakes and poor decisions at times. The following, will assist all of our students in the area of behavior expectations.

Actions or conduct, which would constitute a crime, will be reported to the Warwick Police. Actions that interfere with or threaten the orderly conduct of school functions or violate the written policy of the Warwick Public Schools are grounds for suspension. This applies to ALL school activities, including classroom, extra curricular, and athletic.

A. The following are instances that will result in suspension and other disciplinary measures:

1. Arson
2. Assault and/or battery
3. Burglary, theft or robbery
4. Extortion
5. False alarms
6. Forgery
7. Sale, distribution, use or possession of alcoholic beverages or illegal or non-prescribed drugs in school building or at school events.*
8. Possession of fireworks
9. Possession of weapons

*Refer to the document of Substance Abuse Policy for further direction.

B. Actions which result in suspension and/or other disciplinary measures

1. Cutting class
2. Failure to report to detention
3. Fighting
4. Harassment – verbal or physical
5. Leaving school grounds without permission
6. Smoking is not allowed in or on school grounds
7. Truancy
8. Profanity
9. Disrespect, disobedience – failure to comply with directions of teacher, administrators and other appropriate staff members on school grounds or at school related activities.
10. Lack of needed materials
11. Cheating
12. Overt displays of affection
13. Property damage

*Also included is any other violation which of its very nature is disruptive of the educational process and would create a hazard to the safety of students or school staff.

ATTENDANCE OR TARDINESS

1. Daily attendance for all students in the school district is required.
2. Parents are required to submit a written excuse for each period of absence or late arrival to school.
3. The cooperation of parents in not scheduling personal appointments during the day is needed.
4. A parent or guardian must call the school to notify the appropriate person of a student's absence.
5. The penalty for truancy from school will be suspension until a parent conference is held. Detention will be assigned consistent with the time lost from school.
6. Students who have been absent from school for more than twenty (20) days per year may not attend summer school or be tutored.
7. Repeated tardiness to school is unacceptable. The time lost from school by the student, the time lost to classes by the interruptions of late students, and the time spent by the teachers and of office staff in paper work accounting for the lateness, is unproductive. Punctuality must be developed and maintained during the school years.
8. Students shall be allowed to be late twice per quarter. These tardies must be accompanied by a note from a parent or guardian and all tardies above the allowed number will result in one hour detention.
9. Students must be in their homerooms at 7:30 a.m. When a student enters the school grounds, all school rules pertain. They are to report to their homeroom area and enter the homeroom as soon as it is opened.

TRANSPORTATION TO SCHOOL

BUS – Students shall conduct themselves in an orderly and respectful manner. The school bus is a classroom on wheels. Student should act on the bus as they would in a classroom. The driver is in charge of the school bus as a teacher is in charge of a classroom. Any actions which interfere with or threaten the safety of the students and/or driver shall constitute grounds for the temporary suspension of the bus privileges or temporary suspension from school.

- WALKERS:**
1. Student must proceed directly to and from school using designated routes.
 2. Students who damage public or private property will be reported to the Warwick Police Department.

Students must park their cars in the student parking lot located in the back of the school.

Violation of parking lot regulations shall include any of the following:

1. Parking in handicapped zone, fire lane or no parking zone.
2. Failing to park within designated parking lines.
3. Failing to follow the one way directional arrows.
4. Reckless driving or driving in excess of 15 m.p.h.

LOITERING

Pupils are requested not to loiter about the building after their daily programs are completed. Students must have a valid reason for staying in school after their classes are over. Coaches and Club Advisors holding practice or meeting during school hours are responsible for student supervision.

CLASS TARDINESS

If a student is not in the classroom when the bell rings, he is considered tardy. Student tardy to class will report directly to class. The classroom teacher will evaluate the reason for the tardiness and take appropriate action.

DISMISSAL PROCEDURE

All dismissal notes must be submitted to the main office for approval prior to the homeroom period. Dismissal notes should be dated, and signed by a parent or guardian. Notes must include a telephone number of the parent or guardian and the specific reason for the dismissal.

When ill during school, students should report to the nurse's office. If the nurse judges a dismissal is necessary she will contact the parent and the main office. Under no circumstances will a student be dismissed unless the main office has given permission.

DRESS CODE

In order to enhance the educational environment and promote proper personal growth habits, a dress code has been established for Pilgrim. The purpose of this code is to remove distracting, disruptive, and dangerous apparel from the educational environment. The code has been written not to infringe upon the individuality of the students but rather to create a feeling and awareness of community pride within the student body.

In adopting this code, Pilgrim hopes to create a clean, healthy, and safe environment which shall be conducive to good education and beneficial to all students. It is Pilgrim's intent that students wear appropriate, clean nondisruptive clothing, and keeping with that intent, students are required to comply with the following:

1. Articles of clothing must cover the torso, to be appropriate to the school environment and/or nondisruptive in the class.
2. Sunglasses may not be worn in the classroom unless medical reasons exist.
3. No hats may be worn in school.
4. No clothing that promotes alcohol, drugs, violence, profanity, or is obscene as that word is construed by the United States Supreme Court decisions shall be worn in a school building.

ATHLETICS, CLUBS AND ACTIVITIES

We encourage all our students to participate in sports as well as clubs and activities. We have endeavored to provide an extensive and varied selection in order to open these activities to all students attending Pilgrim High School.*

<u>BOYS</u>	ATHLETICS	<u>GIRLS</u>
	<i>FALL</i>	
Football		Field Hockey
Soccer		Tennis
Cross Country		Cross Country
9 th Grade Football		Soccer
		Volleyball
	<i>WINTER</i>	
Basketball		Basketball
Wrestling		Indoor Track
Hockey		
Indoor Track		
9 th Grade Basketball		
	<i>SPRING</i>	
Baseball		Volleyball
Outdoor Track		Softball
Tennis		Outdoor Track
Golf		Golf
9 th Grade Baseball		
Volleyball		
	CLUBS	
Academic Decathlon		French Club
Amine		Italian Club
Amnesty International		JOSG
Bowling League		Jazz Band
Cheerleaders		Literary Magazine/Pendragon
Chess		Math Team
Chorale		Mock Trial
Chorus		Model Legislature
Class Executive Committees		Multicultural/Diversity Club
Computer Team		Project Closeup
Concert Band		Ski Club
Drama Club		Spanish Club
F.B.L.A.		Special Olympics
F.C.C.L.A.		Student Council
Fine Arts		Student Leaders
Foreign Exchange Students		Yearbook

* Extracurricular Failure Policy

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HOMEWORK

In order to get maximum benefit from homework, students should:

1. Listen carefully to all directions about assignments.
2. Ask questions if the assignment is not clear.
3. Keep a record of assignments.
4. Have a definite time and place for study, free from interruptions and supplied with working materials.
5. A general guideline for weekly homework assignments is: 2-3 hours per subject.
6. Utilize study skills in preparation of assignments. Turn in assignments when they are due.
7. Make use of the dictionary, libraries, maps and general reference materials. Consult with people who are authorities or are experienced in various fields.
8. Organize and prepare homework assignments which meet standards of expectation.
9. Take the initiative to make up work missed because of absence.
10. Study independently unless a group project has been assigned. Discuss homework assignments with parents.

STUDY SKILLS

Studying is the process of applying our minds to a subject or task for the purpose of acquiring knowledge or mastery of something.

The process of studying requires discipline and work. No one is saying that the method is easy but it can be easier if you have developed study skills – the tools of learning – to make the learning process simpler and more effective.

There are many study skills that all students should have in their educational toolbox. Some of these are:

1. Listening skills
2. Note taking skills
3. Preparing for tests
4. Scheduling your time

RESPECT FOR EACH OTHER

A student may be suspended if she/he is insubordinate or disorderly, or his conduct otherwise endangers the safety, morals, health or welfare of others through words or deeds. Strive to respect each other. Remember:

AT PILGRIM HIGH SCHOOL, EVERYBODY IS SOMEBODY.

TYPES OF OBJECTIVE QUESTIONS

1. TRUE/FALSE – Do not be misled into thinking that these types of questions are easy: they can be quite tricky. Follow this rule: for a statement to be “True”, all of its parts must be true. If one part is false and three parts are true, the statement is FALSE!!
2. MATCHING – Matching questions usually ask you to find or match information in one column with facts in another. Match those you know first and then use the process of elimination to answer the rest. ANSWER LOGICALLY!!
3. FILL IN THE BLANK – This type of objective question requires you to know the exact answer and to write it in the blank space provided. (e.g., President Carter’s Vice-president was _____.)
4. MULTIPLE CHOICE – This one is the most common form of objective testing and it is used by many testing companies. It can be tricky, so you need to read all the choices over carefully. Begin by reading the question and see if you can recite the answer to yourself before looking at the choices. Then look down all the choices and find the one that comes closest to the one you had previously recited. Make sure that you have examined all the choices even if the first one seems correct, because sometimes the first three choices are correct and the best answer is #4, which says “all of the above are correct.” Here’s an approach for a multiple choice question when you really aren’t sure of the answer . . . Go over the choices and eliminate any that you feel cannot be correct. You can usually eliminate two out of four. Examine the remaining two choices and choose the one that seems to be the best. This is really a method of educated guessing, since you needed some knowledge to get the choices down from four to only two. Now your chances of a correct answer are 50-50.

GUESSING

On most objective tests, you receive no credit for leaving a question blank. Therefore, if you have spent the time to read it and think about it, give it your best guess (hopefully, an educated guess that has come to you through a process of elimination). The only time not to guess is when the instructions say that there is a penalty for guessing.

PREPARING FOR AN ESSAY TEST

1. Pretend that you’re the teacher. Ask yourself what are the most important ideas and topics of the section. Make up a few questions and practice answering them.
2. Try to anticipate what you think your teacher will ask. More than likely, during the lectures, he/she probably emphasized certain favorite topics or subjects.
3. Pay attention to your teacher’s favorite essay wording like ... compare, contrast, evaluate, critique... “and prepare practice” questions using those key words.

TAKING AN ESSAY TEST

1. Read the direction carefully. See if you have a choice to answer two or three questions or do all of them. Find out if each question is worth the same amount of credit. Spend the most time on the question that carries the most points.
2. Spend time in the beginning organizing and planning a strategy. This is time well spent. For example, if you have a one-hour time limit and four essay questions, each of equal value (25 points each), divide your time so you can answer each question.
3. Briefly, outline that main ideas and a few supporting details before starting the essay.
4. Start with a question you feel you know well. This will enhance your confidence and get you off to a positive start. Be careful, however, not to get carried away with the first question and not leave enough time for the last question.
5. Teachers do not evaluate essay questions by weight. Be clear, concise, and stay on target. That is why your outline is so important.
6. It is sometimes helpful to restate the question in the first paragraph of your answer to make sure you're on target.

For example:

Question: Discuss the effect of the Vietnam War on the returning Vietnam veterans and their families.

Re-statement: There were enormous social, economical, familiar, and political effect confronting the returning veterans and their families.

Testing is an inevitable process of the educational system. Knowing how to prepare for tests hopefully will enhance your effort. GOOD LUCK!!