

# World Language Student Eligibility Policy: Exchange Trip Guidelines and Criteria

The purpose of this document is to inform teachers, administrators, students and parents of the standards governing the *World Language Student Eligibility Policy* for trips abroad.

1. The maximum number of students allowed to participate on a trip depends on various factors, including but not limited to:

**A. Modern Language Trip:** The number of students participating from the host country may limit the number of North Shore students allowed to participate on the trip. This pertains only to the cultural exchange trips in the modern language classes.

**B. Latin Trip:** Any student in Latin 4, 5, or AP, who is also a Junior or Senior, shall be eligible to go on the Latin (Overseas) Trip (Tour). Any student enrolled in an upper level Modern Language (French, Italian, Spanish) course (Level 4, 5, or AP), or has otherwise successfully completed a Modern Language program (i.e. has reached the highest level of language acquisition at North Shore High School) who also chooses to enroll in Latin 1, shall be eligible to go on the Latin Trip. Any student who drops a Modern Language in order to take Latin 1 shall be deemed ineligible to go on the Latin trip (tour); please note that payment of a deposit does not in itself guarantee participation on the trip (tour), nor are deposits refundable.

2. **Code of Conduct:** The *World Language Student Eligibility Policy* is in alignment with the *District Code of Conduct*. The exchange trip is an extension of the school district therefore; all rules, regulations and policies pertaining to conduct apply. Including but not limited to:

- a) Insubordination
- b) Weapons
- c) Drug and Alcohol Use and/or Possession
- d) Smoking and Tobacco Use
- e) Harassment
- f) Theft or Property Damage
- g) Fighting
- h) Use of Obscene or Vulgar Speech or Gestures, and Hate Language

\*see attached appendix for a description of each section.

**A. These Rules and Regulations Apply:** while in the school building, on school grounds and fields, on school buses, **on school-sponsored field trips**, at extracurricular activities after school, evenings and weekends, and at all sporting events.

\*Please see *North Shore District Code of Conduct* and *High School Student Code of Conduct* for more information.

<http://www.northshoreschools.org/District/policies-forms.htm#>

<http://www.northshoreschools.org/High-School/policies-forms.htm>

**B. Course of Action:** In the event that any of these above behavioral standards are breached the parent will be notified. If a student's conduct warrants removal during the trip, a parent must pick up their child at the hosting country; all expenses paid by the family.

**3. Academics:** The World Language Department strongly believes that the trips abroad should never negatively impact a student's academic standing in any course. In contrast to the *High School Guidelines for Eligibility for Sports and Activities*, the *World Language Student Eligibility Policy* differs in that all students must pass all courses before attending the trip.

A. A student who is failing a course during the second quarter of the year will not be allowed to attend the exchange trip abroad, even if the nonrefundable tickets have already been purchased.

a. In the event that the number of North Shore students exceeds the number of students from the hosting country, the first quarter grades will serve as part of the academic criteria.

B. In order to ensure the standards for academic integrity are upheld, the students are required to ask three teachers (two [past or present] teachers and one past World Language teacher) for a recommendation. Part of the teacher's recommendation will include comments on the student's behavior, attitude and overall effort in the class, which is a reflection on the student's academic integrity.

**4. Attendance:** The student's attendance in the World Language classes must be in line with the *High School Student Attendance Policy* to ensure an advanced language proficiency level. Therefore, all students must be enrolled in either a Level 4, Level 5, AP or completing the highest level of language acquisition at North Shore High School to fulfill the language and culture requirement.

A. In addition, according to the High School Attendance Policy the student may not miss any class more times than is stated in the attendance policy.

\*Please see *North Shore Attendance Policy* for more information.

[http://www.northshoreschools.org/High-School/ATTENDANCE\\_POLICY\\_2013-2014.pdf](http://www.northshoreschools.org/High-School/ATTENDANCE_POLICY_2013-2014.pdf)

B. All students and/or parents interested in the exchange trip must attend all meetings.

C. Since all documents are time sensitive, it is imperative that students meet all of the trip deadlines.

D. A failure to comply with the above attendance standards may result in not being allowed to attend the trip.

E. If a student's absences, in any of their classes, are considered excessive but does not yet exceed the limits set by the *North Shore High School Attendance Policy*, the student will not be permitted to attend the trip.

In conclusion, the standards outlined in this document are established to guarantee the overall well-being of the students, parents, teachers and administrators involved in organizing the World Language exchange trips.

## **Appendix**

### ***High School Student Code of Conduct:***

<http://www.northshoreschools.org/High-School/policies-forms.htm>

#### **Weapons**

North Shore has a zero tolerance, no weapons policy. No weapons of any kind are to be brought on the campus of North shore High School or any school within the North Shore Central School District. Weapons include but are NOT limited to any knife (regardless of size or description), any firearms (including a BB or paintball gun or an air pistol), any toy replicas of guns or knives, any martial arts implement, any explosive or any other object whose primary function is to create physical harm (including chemical propellant canisters). Laser pointers are not permitted in school. Students who bring any weapon or replica thereof to school, regardless of intent, will be suspended. Criminal offenders will be prosecuted and face possible expulsion.

#### **Insubordination**

Insubordination is the refusal to comply with a directive issued by a member of the school faculty or staff. Even if a student disagrees with a directive from a member of the faculty or staff, he or she still must comply. Afterward, he or she may present their position to the Dean, an Assistant Principal, or Principal.

#### **Drugs & Alcohol**

Illegal drugs, alcohol or other controlled substances are forbidden in North Shore High School, anywhere on or near the campus at any time, including in cars, and at any activity connected with school. Use or possession of any amount of alcohol or illegal drugs is AGAINST THE LAW and students in violation will be suspended. Students will also be subject to the Extracurricular Code of Conduct and the Eligibility Policy, and possibly a conduct review by the National Honor Society. Police contact may be required. The North Shore School District is concerned for the welfare and safety of all students. The school must remain a drug and alcohol-free environment.

#### **Smoking/Tobacco Use**

Smoking/tobacco use on public school property is against the law. Smoking and tobacco use is a known hazard to the health of students and adults. If a student is found using tobacco on school grounds, detentions will be assigned. The use of anything resembling a tobacco g a tobacco product, such as an "electronic vapor cigarette", is also not permitted. Subsequent violations will result in suspension from school.

#### **Harassment Policy**

North Shore High School is committed to safeguarding the right of all employees and students to work and learn in an environment that is free of harassment of a sexual, racial, religious, ethnic, disability-related, ageist, or other unlawful nature.

Harassment means any intentional written, verbal, or physical act, when the intentional written, verbal, or physical act:

- Physically harms a student or damages the student's property; or
- Has the effect of substantially interfering with a student's education; or
- Is severe, persistent, or pervasive that it creates an intimidating or threatening educational environment; or
- Has the effect of substantially disrupting the orderly operation of the school.

"**Harassment**" shall mean the creation of a hostile environment by conduct or by verbal threats, intimidation or abuse that has or would have the effect of unreasonably and substantially interfering with a student's educational performance, opportunities or benefits, or mental, emotional or physical well-being; or conduct, verbal threats, intimidation or abuse that reasonably causes or would reasonably be

expected to cause a student to fear for his or her physical safety; such conduct, verbal threats, intimidation or abuse includes but is not limited to conduct, verbal threats, intimidation or abuse based on a person's actual or perceived race, color, weight, general physical appearance, national origins, ethnic groups, religions, religious practices, mental or physical ability, sexual orientation, gender identity or expression, or sex.

**"Discrimination"** shall mean treatment or consideration of, or making a distinction in favor of or against, a person based on their actual or perceived race, color, weight, general physical appearance, national origins, ethnic groups, religion, religious practices, mental or physical ability, sexual orientation, gender identity or expression, or sex.

Such harassment is prohibited on school grounds, school buses and at all school-sponsored activities, programs and events including those that take place at locations outside the district.

It makes no difference if the harassment is intended as "just joking" or "teasing" or "playful". Jokes can be just as offensive as any other type of harassment. All employees and students are responsible for successfully maintaining this policy.

Students are expected to immediately report instances of harassment, discrimination, and/or bullying or intimidation to an Assistant Principal.

### ***Sexual Harassment***

- Sexual harassment can be verbal or physical and includes (but is not limited to) offensive talk or gestures about sex or sexuality, the display of pornographic or other highly offensive material, or any activity that creates an unpleasant or offensive working or learning environment, or that interferes with work performance, because of a person's sex, gender identification, or sexual orientation.
- Contact the District's Title IX representative who will provide information relevant to the rights of individuals under TITLE IX, including procedures to be followed if you feel such rights have been violated.
- Sexual harassment may result in suspension from school and a Superintendent's hearing.
- As required by New York State law, instances of harassment and discrimination must be reported to an Assistant Principal or Principal.

### **Theft or Property Damage**

Serious incidents of theft or vandalism of school or private property will result in suspension pending a superintendent's hearing. Depending on the nature of the incident and the extent of damage, the police will also be notified.

### **Fighting**

Physical force or violence is never acceptable as a means to settle a dispute or argument. If students resort to fighting, all participants will be punished by suspension.

### **Use of Obscene or Vulgar Speech or Gestures, and Hate Language**

Free speech does not cover language that interferes with the learning process. Vulgar and obscene speech, whether spoken or written, is unacceptable in an academic environment. It is irrelevant if the words are whispered and overheard, or shouted across the room.

Hate speech is threatening and illegal. Whether spoken, written, in notebooks, or on walls, all incidents of this type is unacceptable.

### ***North Shore High School Attendance Policy:***

[http://www.northshoreschools.org/High-School/ATTENDANCE\\_POLICY\\_2013-2014.pdf](http://www.northshoreschools.org/High-School/ATTENDANCE_POLICY_2013-2014.pdf)

### **North Shore High School Attendance Policy: Grades 9 - 12**

#### **Full year courses: (1 credit)**

- On the fourteenth unexcused absence, a letter will be mailed home describing the mandatory attendance requirement for course credit and the consequences of noncompliance.
- On the twenty-first unexcused absence, a second letter will be sent home reiterating the attendance requirements for course credit and the consequences of non-compliance. At this point, parents are encouraged to schedule a meeting with the Assistant Principal to discuss the problems of non-attendance and excessive absence. A student's off-campus privileges may be suspended for up to four weeks.
- At twenty-eight unexcused absences a final letter of notification will be mailed to parents stating that their child **will not receive credit for the course**. In order for students to repeat the course for credit in summer school or repeat it in the following year, they must continue to attend daily. If students continue to miss classes, each day absent will be treated as a cut, detentions will be assigned and students may become ineligible for summer school and/or face more serious disciplinary consequences.