BISHOP McDEVITT HIGH SCHOOL

STUDENT/PARENT HANDBOOK 2026-2027

1 Crusader Way
Harrisburg, Pennsylvania 17111

Founded 1918

ADMINISTRATION
Dr. Vincent Harper, Principal
Mr. Jay Wrabel, President
Mrs. Kristin Samson, Assistant Principal for Academics
Mrs. Cheryl Reider, Assistant Principal for Student Services

TELEPHONE NUMBERS
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Nothing contained in our handbook, or in any other document, custom or practice, is intended to, or shall be construed to, create any contractual obligations, express or implied, on the part of the diocese or the school.

Rev 7/2026

Daily Schedules

Bishop McDevitt follows a 9 period schedule that runs periods 1-9. We also have numbered days 1-6.

DAILY SCHEDULE

HR	7:50 - 8:06
1	8:09-8:50
2	8:53-9:34
3	9:37- 10:18
4	10:23 - 11:04
5	11:07 - 11:48
6	11:51 - 12:32
7	12:36 - 1:17
8	1:20 - 2:01
9	2:04 - 2:45

MORNING ASSEMBLY/MASS

HR	7:50-8:06
1	8:09-8:40
2	8:43-9:14
Return to Homeroom	9:14
Assembly	9:30-10:30
Return to Homeroom	10:30
3	10:48-11:19
4	11:22-11:53
5	11:56-12:27
6	12:30-1:01
7	1:04-1:35
8	1:38-2:09
9	2:12-2:45

PM ASSEMBLY

HR	7:50-8:09
1	8:12-8:47
2	8:50-9:25
3	9:28-10:03
4	10:06-10:41
5	10:44-11:19
6	11:22-11:57
7	12:00-12:35
8	12:38-1:13
9	1:16-1:51
Lockers/Homeroom	1:51
Call to Gym	2:00
Dismissal	2:45

EXTENDED HOMEROOM

HR	7:50-8:27
1	8:30-9:09
2	9:12-9:51
3	9:54-10:33
4	10:36-11:15
5	11:18-11:57
6	12:00-12:39
7	12:42-1:21
8	1:24-2:03
9	2:06-2:45

LOW MASS

HR	7:50-8:05
1	8:08-8:41
2	8:44-9:17
Return to HR	
Mass	9:30-10:15
Back to HR	
3	10:33-11:06
4	11:09-11:42
5	11:45-12:18
6	12:21-12:54
7	12:57-1:30
8	1:33-2:06
9	2:09-2:42

2 HOUR DELAY

HR	9:50-10:09
1	10:12-10:37
2	10:40-11:05
3	11:08-11:33
4	11:36-12:06
5	12:09-12:39
6	12:42-1:12
7	1:15-1:45
8	1:48-2:13
9	2:16-2:45

Weather-Related Calendar Changes:

Bishop McDevitt will issue an automated email and/or phone message when there are changes to the schedule due to weather. **Students who ride buses** need to find out the schedule for the school district in which they live. **Buses will follow the student's home district schedule**. (IE If there is a 2 hour delay in the home district, the buses will follow a 2 hour delay, regardless of McDevitt's start time). Students who drive, walk, or are driven to school should make every effort to get to school on McDevitt's schedule, provided it is safe to do so. For early dismissals, students will be dismissed with their district.

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GENERAL SCHOOL BACKGROUND

MOTTO
Religione sapientia colitur
In Religion's Garden Grows Wisdom

SCHOOL COLORS
Blue and Gold

TEAM NAME
Crusaders

SCHOOL PATRON
Blessed Virgin Mary, under the title of the Immaculate Conception

ALMA MATER
Hail to thee, our Alma Mater; Hail to thee, our Gold and Blue; May the mem'ry of your counsel
Keep our hearts serene and true.

Hail, your noble towers rearing Upward to God's holy throne, Signifying truth and science
Of Eternal Wisdom born.

May your precepts fill this great land, Let them reach unto the sky;
Lead your children on to heaven; Hail to thee, McDevitt High.
–B. Wert

MISSION STATEMENT

Bishop McDevitt High School, a Catholic, college-preparatory, coeducational school located within the Diocese of Harrisburg, serves students of diverse intellectual, socio-economic, and religious backgrounds. We strive to nurture the whole person by creating a challenging academic environment rooted in Gospel values. Our community aspires to graduate well-rounded Christian men and women committed to living moral lives of holiness, integrity, justice, and responsible citizenship.

BELIEFS:
We believe that:

Jesus Christ is our focus and foundation.

Each person is created in the image and likeness of God and therefore has innate worth.

The school community is called to implement and witness Christ's teachings.

Parents, as primary educators, are integral to the educational process.

Integrity and personal responsibility are essential for students, parents and school staff.

The health, well-being, and safety of every student are necessary for a productive learning environment.

Students learn and benefit from a variety of teaching methods.

Learning is a life-long process for all members of the McDevitt community.

All students have the ability to become successful and productive members of society.

Extra-curricular activities complement classroom education in the development of well-rounded individuals.

Service to others empowers students to contribute to the community by sharing their gifts and talents.

PROFILE OF THE GRADUATE
Academic

Graduates will:

- think critically and communicate effectively
- recognize their own talents, strengths, and weaknesses
- be life-long learners who are prepared to pursue further education
- have developed a broad foundation of academic knowledge
- have the ability to use technology responsibly, effectively and ethically

Citizenship/Service

Graduates will:

- conduct themselves with honor and integrity
- exercise responsible citizenship through service to church, school and community
- take responsibility for their words and actions
- respect diversity
- recognize and accept strengths and weaknesses in themselves and others
- be able to make informed ethical, moral and political choices

Spiritual

Graduates will:

- live a life of integrity, committed to gospel values with respect for all people
- respect the sanctity of all human life
- witness their faith by being an active member in their faith community
- exercise humility and gratitude for the gifts and talents that God has given them and others.

EXPLANATION OF SCHOOL SEAL

The shield of Bishop McDevitt High School is symbolic of the motive and the purpose of religious education as expressed in the motto: “Religione sapientia colitur,” or “In Religion’s Garden Grows Wisdom.”

At the bottom of the shield, the Book of Wisdom, located in a golden field with Alpha, the first letter of the Greek alphabet, and Omega, the last letter, beginning and end of learning.

Crossing beneath the sacred volume are the sword of truth and the torch of learning. These emblems combine to protect students in all their endeavors, and to protect the Book of Wisdom from misinterpretation.

In the middle of the great shield is the crescent which originally appeared in the arms of John Harris, the founder of Harrisburg, and has been incorporated into the arms of the Diocese of Harrisburg. Likewise, as a symbol of the Immaculate Conception, it should inspire Bishop McDevitt students to imitate the purity of our Lady. Flanking the crescent are two silver discs taken from the arms of William Penn to designate the state of Pennsylvania.

Crowning the top of the seal is a golden star encircled by a laurel wreath in a field of blue, emblematic of our Lady as seat of learning and wisdom.

This is our seal – the shield of a Crusader, which serves to protect us from the secularism of the world, while inspiring us to maintain our search for the wonders of God’s knowledge in our beloved Bishop McDevitt High School.

HISTORY OF THE SCHOOL

The original Catholic High School of Harrisburg was opened in September 1918 in the Cathedral Hall at Church and North Streets with an enrollment of forty-four students. As the student body increased, more rooms were equipped until the entire building was used exclusively for high school purposes. State accreditation was received in 1922 from the Pennsylvania Department of Public Instruction.

The school continued its rapid growth and soon the need for expansion was recognized. The site at 22nd and Market Streets was selected as the location for the new school. In 1929 ground was broken for the new building, and in 1930 the present Marian Hall was dedicated. However, the student body continued to grow and by the late 1940s expansion again became necessary. On October 8, 1950, Tracy Hall, named in honor of a generous benefactor, Mr. David Tracy, of Our Lady of the Blessed Sacrament parish, was dedicated.

By 1956, eighteen parishes contributed to the enrollment of Catholic High. Another wing was added to provide for the increase of students. This wing, Aquinas Hall, was dedicated on October 6, 1957. Also at this time, the name of the

school was formally changed to Bishop McDevitt High School in memory of the Most Reverend Philip R. McDevitt, fourth bishop of Harrisburg and founder of our school.

However, by 1961, it was felt that Bishop McDevitt High School was in urgent need of a chapel and some new science laboratories. In September, 1962, Bishop McDevitt added Saint John Hall. Saint John Hall contained the Immaculate Conception Chapel along with chemistry, physics, and language laboratories. Dedicated to Saint John the Apostle, by association it also honors three of the saint's namesakes: Pope John XXIII, Monsignor John Maguire, a former pastor in the Harrisburg area, and President John Fitzgerald Kennedy.

The beautiful Romanesque style building accented by two seventy-foot towers located at 2200 Market Street welcomed students for over eighty years. On December 21, 2012, the last school bell rang in this beloved building as the students, faculty, and staff closed school for Christmas vacation and the move to a new building. On January 7, 2013, a new phase in Bishop McDevitt history began as the school welcomed the students to a newly constructed state-of-the-art facility on a beautiful campus located at 1 Crusader Way in Lower Paxton Township. This beautiful new building includes two stately towers supporting a thirty-foot cross at an elevation of over one hundred feet, making it visible for miles around. The chapel is located at the center of the academic building and is the first thing that comes into view when one approaches the school. The building serves as a sign of the commitment of the McDevitt Family to the Mission of the school, to provide a well-rounded, quality, Catholic education for young men and women of the Harrisburg Area.

SALUTE TO THE FLAG AND NATIONAL ANTHEM

The Flag of the United States and the National Anthem are sacred national symbols. Our Flag stands for and reminds us of our national heritage and of the principles engendering our birth as a nation. In the Declaration of Independence our founding fathers remind us of the unalienable rights of which we have been endowed by our Creator. It is for the preservation of these rights that our government was instituted constitutionally in the twelfth year after the Declaration of Independence.

At the beginning of each school day, we remind ourselves of our heritage by pledging allegiance to the Flag in the classroom. During the course of the school year, several assembly programs or athletic contests are commenced with either the Pledge of Allegiance to the Flag or the singing of our National Anthem. Student are required to stand, men's heads uncovered, in a respectful manner, facing the flag, during the recitation of the Pledge of Allegiance or National Anthem.

I pledge allegiance / to the flag of the United States of America / and to the Republic / for which it stands, /
one nation, under God, indivisible with liberty / and justice for all.

PRAYER

Every day at Bishop McDevitt opens and closes with prayer. Classes, lunch, meetings, activities, and athletics are also times when we pray together. These times of prayer are of special importance to the Bishop McDevitt community. All students are expected to participate wholeheartedly in all forms of prayer. An attitude of reverence and respect for prayer, including focused attention and a sense of quiet when appropriate, is expected from all students regardless of their religious backgrounds.

DIVERSITY

As a school missioned to help adolescents learn and live by the teachings of Jesus Christ, we see the virtues of love and respect for everyone as our brothers and sisters in Christ as essential and non- negotiable. It is upon these two virtues that true acceptance is built. This love and respect blossoms and grows through the rich diversity of our population. Who we are as a community reflects God's profound promise that people of every nation and race, people of every walk of life and every level of income, people of every religion and culture are called to be one – united forever as sons and daughters of God our Father.

Admission Policy of Bishop McDevitt High School

Bishop McDevitt High School is a Catholic institution in Harrisburg, Pennsylvania, that bears the responsibility of changing young lives and developing tomorrow's leaders through a welcoming and open environment. Our high school will not unlawfully discriminate due to race, religion, gender, academic background, or geographical location of the student's home. We fully support school choice for both public and private school students. While the school does not unlawfully discriminate against students with special needs, a full range of services may not always be available to them. Decisions concerning the admission and continued enrollment of a student in the school are based upon the student's emotional, academic, and physical abilities and the resources available to the school in meeting the student's needs. The Mission Statement of Bishop McDevitt High School reads in part that we "***serve students of diverse intellectual, socio-economic, and religious backgrounds".***

Admission Policy for Transfer Students

Bishop McDevitt welcomes transfer students with satisfactory grades in courses that align with grades 9-12 on a rolling basis. Interested parents should first contact our Director of Admissions at admissions@bishopmcdevitt.org. Students are not accepted into grade 12 after October 1 (with the exception of extenuating circumstances as deemed on a case-by-case basis by the Principal). All transfer students must complete the online application and schedule a meeting with the admissions director. You will be asked to bring all high school transcripts, discipline report and attendance report to a scheduled meeting for review by the Director of Admissions. Parents will need to sign a Release of Records form for an official transfer.

Per Diocesan policy, all students accepted for admission are accepted provisionally for a period of 90 days.

SCHOOL COUNSELING DEPARTMENT

School Counseling Objectives

Counselors plan to see each student at least twice during the school year, with the student making his/her own appointment or coming in at the request of the counselor.

Some objectives of the school counseling program at Bishop McDevitt High School are as follows:

a. Help the student understand himself/herself, including interests, abilities, and opportunities for self-fulfillment.
b. To help the student plan and develop his/her educational program.
c. To provide informational services to students, helping them to make choices concerning career planning and vocational decisions.
d. To help the student solve personal, social, moral, and emotional problems as well as educational and vocational problems.
e. To hold group sessions with students who have problems which inhibit their ability to learn.
f. To work with parents by holding conferences to discuss academic strengths, weaknesses, school progress, and personal problems.
g. To work with teachers to resolve students' individual achievement or adjustment problems which interfere with academic learning.

The School Counseling Department offers counseling services, college and career information to each student and coordinates standardized testing programs. Students are welcome to take advantage of the many opportunities for assistance offered by this office:

1. **Student Interviews** – The goal of the School Counseling Department is to interview each student at least twice a year. This is accomplished through individual or group counseling sessions. Students are encouraged to visit the School Counseling Office often to take advantage of all services available.
2. **Parent/Counselor Conferences** – Parents wishing to meet with their student's counselor may call the School Counseling Department directly to set up an appointment. This may include a review of the student's grades.
3. **Student Assistance Program**– This program is designed to aid students in dealing with personal problems that may affect their ability to perform the daily school functions. See the next major heading on Student Assistance Program.
4. **Testing** – The School Counseling Office offers the following testing services:

Grade 9 – PSAT 9, STAR testing
Grade 10 – PSAT 10
Grade 11 -- PSAT/NMSQT – Preliminary Scholastic Aptitude Test/National Merit Scholarship Qualifying Test
Grade 12--- SAT – Scholastic Aptitude Test (students must apply)

5. **Course Selection Planning** – Counselors will assist students with course selection planning as needed. Students are encouraged to visit their counselors to discuss future educational goals and the courses necessary to accomplish those goals.
6. **College and Career Information** – College counselors are made available to students throughout the school year. A college financial aid night is held at Bishop McDevitt each year. Much information is available in the School Counseling Office, as well as emails sent to students on a regular basis and students are encouraged to use this resource.
7. **Referrals/Records** (Current students only up to one year after graduation). Records are released only with the a signed release form. Permission forms are available on the school website. Letters of recommendation for college or employment are written at the request of the student. Official transcripts are sent to colleges or employers at the request of the student. There is a $5.00 fee for each transcript that must be mailed.

Student Assistance Program (SAP)

The Student Assistance Program (SAP) is designed to identify, evaluate, and refer those students having problems related to drug/alcohol use, depression/suicide, and other related issues.

Members of the team are from administration, School Counseling, and classroom teachers. This team has completed the approved Pennsylvania Department of Education intensive training for SAPs. Their function in school is to assist in identifying drug/alcohol or emotional problems with students. The SAP meets regularly to handle referrals from any member of the school staff, referrals from parents, referrals from students, student self-referrals, or any other concerns/problems. The SAP works closely with professional drug/ alcohol counselors and mental health specialists so that students who are assessed by the SAP may be referred to any of the mental health, drug/alcohol, or professional counselors that are a part of the team's comprehensive network.

National Honor Society

Membership in the National Honor Society has become recognized nationally as one of the highest honors that can be bestowed upon a high school student. Membership is, however, more than an honor; it carries with it a responsibility and should be considered the beginning of an obligation, not merely the successful culmination of an effort to achieve recognition and honor.

Eligibility is based upon the qualities of Leadership, Character, Scholarship, and Service. NHS members are expected to maintain exceptionally high standards of character, scholarship, service, and leadership at all times. To be eligible for consideration, a student must have a cumulative GPA of 3.75 at the conclusion of the sophomore year (for junior year induction) or junior year (for senior year induction). The student then submits an application at the beginning of the next school year. If accepted, the student is inducted. In order to remain a member of NHS, students must complete service hours, maintain a cumulative GPA of 3.75, and earn an "A" in conduct, in addition to fulfilling other responsibilities outlined in the NHS constitution.

Math National Honor Society

A student may join the Math National Honor Society if: 1) they have completed Algebra I, Geometry, and Algebra II (at least at the CP level). Students must have earned at least a B average in each honors level class or an A average in each CP level class. Students must be enrolled in an elective math course and maintain a B (honors level) or an A (CP level). Students wishing to join the Math NHS who meet those requirements apply in the fall and are inducted that same year. Students who are members are eligible to wear an honor cord to graduation.

World Language Honor Societies

Bishop McDevitt students who excel in Spanish, French or Latin become eligible for membership in the National Honor Society of their respective language when they meet the following criteria: (1) complete three consecutive semesters of the language (at least two of these at McDevitt for mid-year transfers), (2) first-year final grade average and second-year mid-year average are both 93% or higher in the language class, (3) mid-year grade for all subjects averaged together is 90% or

higher, (4) record clear of any serious disciplinary infraction, (5) proper application procedures are followed by prospective candidates.

Eligibility is calculated and selection of candidates is made each January, with the induction ceremony to follow during World Languages Week. Students remain active members of their honor societies in accordance with national constitutions and local chapter by-laws.

National Art Honor Societies

Membership in the National Art Honor Society (NAHS) requires students to meet several rigorous criteria. To be eligible, students must be enrolled in an Advanced Art class or higher; they must maintain an overall A average in their art coursework; they are required to participate actively in art service hours, activities, and meetings; and students must follow proper application procedures to be considered for membership.

Tri-M Music Honor Society

Membership in the Tri-M Music Honor Society recognizes students who have demonstrated excellence in music, scholarship, leadership, character, and service. Students involved in the Bishop McDevitt music program may be considered for membership based on their academic achievement, musical involvement, leadership, and commitment to service. Once admitted, to remain active members, students must maintain the academic and musical standards established by the chapter, participate in meetings and service activities, and uphold the values of scholarship, leadership, character, and service.

ACTIVITIES INFORMATION

The Catholic ideal of education demands the training of the whole individual; hence we find at Bishop McDevitt High School a group of extra-curricular activities that fulfill the recreational needs of students, give them an opportunity for developing their individual interests, and at the same time teach group consciousness and school morale.

Extra-curricular activities conducted after school are considered an extension of the school day. All matters of school policy and discipline remain in effect during these activities. The privilege of attending or participating in activities may be suspended or revoked at any time. This applies to all school sponsored activities whether here or on some other premises.

The following clubs, activities and sports are available to the students:

Sports	**Clubs/Activities**	
Baseball	Art Club	Mock Trial
Basketball (girls & boys)	Book Club	Music Program
Cheerleading	Campus Ministry Team	National Honor Society
Cross Country	Chess/Board Game Club	Philosophy Club
Field Hockey	Christian Service Club	Poetry Club
Football	Crochet Club	Pridwen (yearbook)
Golf	Contramundum (Men's group)	Pro-life Club
Lacrosse (girls and boys)	E-sports	Spanish Club
Soccer (girls and boys)	Fall Drama	Spring Musical
Softball	FBLA	Stage Crew
Swimming (girls and boys)	French Club	Student Ambassadors
Tennis	Language Honor Societies	Student Council
Track and Field (girls & boys)	Latin Club	Talitha Koum (Ladies' group)
Volleyball (girls)	Math Honor Societies	
Wrestling (boys and girls)	Mini-Thon	

Student Council

The Student Council of Bishop McDevitt High School is the representative body of the school. Membership consists of: President, Vice President, Secretary and Treasurer for each grade level and one Representative from each Homeroom to assume leadership and coordinate all activities. There are also four executive officers who are seniors elected by the student body who work to coordinate the activities across the grade levels. Qualifications for membership include: integrity,

initiative, responsibility and willingness to give generously of one's time and service. The Student Council aims: to promote open communication and harmonious relations among Administration, Faculty and Students; to specialize in service that develops good citizenship and strong Christian character; to pledge active support and lead all students in spirited participation in all activities in the McDevitt community. Student council members who do not fulfill their obligations may be put on probation or dismissed, per the Student Council Constitution guidelines. These include maintaining grades of 70 or higher in all classes, attending student council meetings, and acting as role models to the school. Students who receive a suspension will be dismissed from student council.

Music Department Activities

Bishop McDevitt High School offers many curricular and extracurricular performing opportunities for students to further develop or enhance their skill and knowledge in music. The following activities are offered:

Chorale	Pep Band	Tri-M Music Honor Society
Concert Band	Pit Orchestra	Jazz Ensemble
Wind Ensemble	Concert Choir	Strings Ensemble

ATTENDANCE

All students must be seated in homeroom and ready to begin school at 7:50 am each morning. Dismissal occurs at 2:45 pm.

Recognizing the key role that attendance plays in academic achievement, it is essential that all students are present each and every day. All students are expected to be present each day and to follow school procedures regarding absence and lateness.

Absence

When a student is absent, a parent must contact the school before 9:00 A.M. If you call early, leave the information in the voicemail box (717-236-0161). An email may also be sent to attendance@bishopmcdevitt.org from the email address that the school has on file for legal guardians. It is the responsibility of the parents to notify the school of their children's absence and to provide acceptable reasons for the absence. **A note must be sent in with the child upon his/her return**. If the absence is 3 days or longer, the note must be from a doctor. As per Pennsylvania state law, Bishop McDevitt may excuse students only for illness or other **urgent** reasons, including funerals and family emergencies. On Rediker, an absence will be marked unexcused until we receive a valid excuse from a parent/guardian. If no note has been received for three school days, the absence will remain unexcused.

When parents fail to notify the school, the Attendance Secretary may call them at home or at work using the automated call system to verify the authenticity of the absence. There will be times when the school is unable to call all those who failed to report student absences. Roll is taken in Homeroom and in each class. Absentee lists are updated electronically throughout the day.

The following codes will be used and can be viewed by parents in Rediker:

ABSENT

AN (absent with parent note/email due to illness, family emergency etc)--up to 10 parent notes can be accepted
AE (absent with documentation (nonmedical–court, etc))
AEMD (absent due to medical reasons, documented)
AA (absent administrative approval–must be documented in file)
AU (absent unexcused)
P (parent-requested absence IE vacation) up to 5 per year—must be submitted on blue form **prior** to absence
AEBV (absent, bereavement)
CV (college visit), up to 2 per year—must be submitted on blue form **prior** to absence
UNL (unlawful absence)
FT (field trip, does not count against the student)

TARDY

TN (tardy with parent note/email)—up to 12 parent notes can be accepted
B (tardy due to bus, not counted against the student)
TE (tardy with documentation from professional nonmedical–court, etc)
TMD (tardy due to medical reasons, documented)
TAA (tardy with administrative approval)
TU (tardy unexcused)

DISMISSALS
S (sent home sick, school-initiated)
DA (dismissal, athletic)
D (dismissal)

Policies Regarding Absences

A. If a student accumulates 3 or more unexcused absences, the school is required to notify the student's public school district for possible legal action to be taken for truancy. If a student accumulates excessive absences, a meeting will be held with the school counselor and/or social worker to try to eliminate any barriers to regular attendance. At 6 unexcused absences, a Student Attendance Improvement Plan meeting will be held. The public school district of residence is required to be notified and invited to the SAIP meeting.

B. When the student accumulates the equivalent of ten (10) days of unlawful absenteeism, he/she may be placed on Attendance Probation and a contract may be developed by the Assistant Principal for Student Services for the individual and his/her parents or legal guardians to sign. Failure to abide by the conditions of the Attendance Contract may result in dismissal. Teachers and School Counselors will be advised by the Assistant Principal for Student Services whenever an attendance problem exists for a particular student.

   Students who are absent for extended periods of time due to hospitalization or other verifiable medical or psychological reasons, may not be placed on Attendance Probation. However, teachers, counselors, and administrators will be advised of the unique or critical absentee problem and an alternative Educational Program may need to be implemented up to and including removal from rolls to receive Homebound Instruction via the Public School System.

C. If a student accumulates the equivalent of 18 days of unlawful absenteeism, he/she may receive a final warning letter from the school. An SAIP meeting will be held to discuss improvement, continued enrollment, or possible withdrawal.

D. Bishop McDevitt will accept 10 parent notes to excuse absences. After the tenth note, a doctor's note must be received for each subsequent absence to be excused.

E. McDevitt does not recognize unauthorized group absences (IE senior skip days). Should students participate in an unauthorized group absence, it will be unexcused.

F. Students who are absent from school may not enter the property or attend any school function until they have returned to class.

G. Student absences from school classes to work on, or to research for, school assignments or projects will be regarded as truant.

H. Academic grades can be affected by student absences whether legitimate or not, as class participation and student interaction is lessened when students are absent.

I. Truancy

   Truancy is absence from school without a phone call and note from a parent with an excuse deemed acceptable by the Administration. The state only permits Bishop McDevitt to excuse absences for urgent reasons such as illness and funerals. Leaving the school grounds without permission during school hours for any length of time is also considered truancy. Truancy will usually result in probation and possible withdrawal.

J. After 10 consecutive days of absence (barring verified medical reasons), a student shall be dropped from the rolls of Bishop McDevitt High School.

Academic Make-up Work for Missed Time.

Any student missing any time from school for any reason is responsible for all work missed.
It is the responsibility of the student to make arrangements with the teacher to make up work missed.

If a student has prior knowledge that he/she will be out of school for any reason, and therefore will miss an assignment or a test, it is the responsibility of the student to inform the teacher beforehand and to use a blue absence request form.

When the student returns to school, the student must consult with the teacher and all assignments and tests should be made up in consultation with the teacher, who will set the student's schedule for make-up work, except in cases of extended absence, in which case the school counseling office will coordinate make-ups of quizzes and tests. ***Please see the Late Work Policy" in the Academic portion of the handbook for the timeline to make up work after absences.**

Absentee Notes: The placing of a phone call does not release the parent from the obligation of submitting an absentee note. Notes must either be signed by parent/guardian or must come from an email address that is on file with the school as belonging to the parent.

A valid absentee note must be submitted to the Attendance Office or Homeroom Teacher within three (3) days of the absence.

All days not covered by a valid absentee note and phone call will be recorded as either an illegal day of absence or an unexcused absence.

Medical Certification: Students who have been absent from school the equivalent of three consecutive school days (3 days) or more shall be required to verify to the Assistant Principal for Student Services the cause(s) of the absenteeism – i.e. provide written documentation from a physician, psychologist, or counselor. Students who experience a mental health crisis will need to be evaluated by a professional at the discretion of an administrator/counselor/social worker/school nurse and cleared for a safe return before they come back to school.

Other:
1. To protect the validity of exams, all students should be present and take them on the days they are scheduled. If students are not present, they may be provided an alternate exam at the discretion of the teacher.
2. Attendance or participation in any school sport or activity is forbidden on days when a student was absent, was sent home sick, or unable to attend classes due to illness.

Lateness

Students must be in homeroom, in full uniform, and ready for the school day at 7:50 am, when the late bell rings, or they will be sent to the office for lateness. Upon arriving at school, each student should report to his or her locker first. Homeroom teachers will not permit students to go to lockers after the 2nd bell, when homeroom period has begun. A student is late for school if he or she is not in his assigned homeroom at the sound of the late bell. All students reporting to school after the bell will report first to the attendance office and will receive a late slip to enter class or homeroom.

Parental documentation must be received by the school in order for the school to excuse lateness. This can take the form of a note signed by the parent or an email from the email addresses on file with the school for the parent. Such documentation will be requested by the Assistant Principal for Student Services and/or the Attendance Office personnel. Documentation does not guarantee an excused lateness. Barring extenuating circumstances, 12 parent notes will be accepted. (This does not include documentation from professionals, IE physician, orthodontist, therapist, etc.)

The first two unexcused tardies during homeroom will be issued a warning. After that, the third tardy (and every third subsequent tardy) during homeroom will result in a detention being issued. Unexcused lateness will be determined by the Assistant Principal for Student Services and/or the Attendance Office personnel. Reasons such as oversleeping or running late will not be excused. "Traffic" will only be excused if there is a verifiable problem. **If a student arrives after 8:06 am, thereby missing part of first period, the student will receive a detention each time.**

Students should not remain home because of the possibility of being late for school. It is far preferable to be late than to be absent.

Students who are not in school by 9:00 a.m. may not participate in or be released early to travel with the team to any athletic event scheduled for that day.

Students who are chronically late will have to present documentation from a professional source (IE doctor, orthodontist, counselor, bus company, etc.) in order for that lateness to be excused. Only 12 parent notes will be accepted.

Early Dismissals

The student must personally submit an Early Dismissal Form to the Attendance Office by 7:45 a.m. on the morning of the dismissal. The request for such permission must be signed by the parent or guardian and be accompanied by a phone call or come via an email registered with the school as belonging to the parent. Permission to leave during the school day will be granted for very serious and important reasons only, and for only the part of the day necessary. If students must miss a portion of the day due to an appointment with a dentist, doctor, etc., documentation from the professional's office must be presented to the attendance office when the student returns to school.

Medical appointments and college visits should be scheduled outside of school hours whenever possible. Upon leaving and returning to school, all students are to sign out and back in at the office.

Early dismissal forms are available on the school website and in the school office.

Planned Absences

Bishop McDevitt High School may excuse a student from attendance at school for family educational trips up to five (5) school days. In an attempt to be understanding and see validity in such trips, the school will attempt to be cooperative where possible. Please realize that these absences will have an adverse effect on academics. In addition to the five school days allowed for a family educational trip, juniors and seniors are allowed two days of excused absence for a college visitation trip. College visits should be planned in such a way as to minimize absence from school. Verification of a college visit from a college official must be turned in to the Attendance Office upon the student's return to school. Parents and students intending during-the-school-year trips or vacations should clear it far in advance with the Assistant Principal for Student Services and the Assistant Principal for Academics. (Planned vacations should not coincide with midterm or final exams.) Forms are available in the Attendance Office for pre-planned absences. The top of the form is filled out by parents; the bottom of the form is for students to get assignments from their teachers. The finalized form must be turned in by the day before the absence. The student is responsible for all work missed, and the days are recorded as absences. All missed work should be turned in the day the student returns. Mid-term and final examinations are a vital part of the academic calendar, and it is very important that students are present to take their mid-terms and finals when they are scheduled. We will not honor requests for absences during mid-term or finals weeks, unless circumstances are determined by the principal to be extenuating. Students will receive a zero for any exams they miss apart from extenuating circumstances. No midterms or final exams will be administered early to protect the integrity of the exams.

School Sponsored Activities and Trips

Field trips are a privilege that each student must earn by way of good academics and good attendance. The Assistant Principal for Academics or the Assistant Principal for Student Services may choose to exclude a particular student from a trip or activity for poor school attendance or poor academic performance. Students who are failing two or more classes are not eligible to attend field trips. Students are responsible for any work missed even though they may be engaged in a school-sponsored activity which releases them from classroom instruction. Assignments, homework, and study are not deferred merely because of the school-sponsored activity. Participants in school trips or activities are expected to be present in school on time the day following the trip or activity.

Diocesan Policy for Field Trips (Grade 9-12)

Visits to places of cultural or educational significance give enrichment to classroom instruction. To ensure the desired outcomes of such trips, teachers should prepare the students for the place that is to be visited and the things that are to be seen. All participants on a field trip should be members of a particular activity or class, except as otherwise permitted by the Principal. All field trips involving only one day are to be left to the discretion of the local Principal. Only field trips approved by the Principal are covered by the diocesan insurance plan.

Such trips include travel outside the diocese to places such as Philadelphia, Scranton, Baltimore, Washington, DC, New York City, etc. Permission for all overnight trips for such activities as forensics, music, athletics, retreats, etc., must be granted by the Principal who will make himself/herself aware of all travel, housing and chaperoning arrangements. (Note: Students may never possess or consume alcoholic beverages, even where the age limit for such may be lower in another state or country than it is in Pennsylvania.) All trips, except those involving a short distance, are to be made in public, licensed carriers or school buses, adequately chaperoned by responsible adults. The use of private vehicles is strongly discouraged. If a private passenger vehicle is to be used, the following must be verified by the school:

1. The driver must be at least twenty-one years of age.
2. The driver must possess a valid, non -probationary driver's license.
3. The vehicle must have a valid registration.
4. The vehicle must have a valid state inspection sticker.
5. The vehicle must be insured for a minimum
$300,000 Bodily Injury/Property
Damage Combined Single Limit; $35,000 Combined Single Limit for Uninsured
Motorist; $35,000 Combined Single Limit for Underinsured Motorist.

A signed Volunteer Driver Information Sheet must be submitted to the Principal for each vehicle used.
Each driver and/or chaperon should be given a copy of the approved itinerary. The written consent of parents/guardians must be obtained for every student participating in a field trip. Permission slips must inform parents/guardians of the following:
1. Name, location, and date(s) of the event;
2. Cost to the student;
3. Mode of transportation to be used;
4. Name of supervisor overseeing the activity;
5. Parents/Guardians/ responsibility.

No student may participate unless a signed parent permission slip for the specific event is on file with the Principal.
The signed permission slips are to be carried by the adult responsible for the trip. After the trip, the slips are to be retained in the school office by the principal.
Policy Revised: September 1, 2000 NCD/Bishop of Harrisburg

Funerals

Attendance at funerals is a Corporal Work of Mercy and oftentimes a source of consolation to the bereaved. A student is excused in the event of the death of a parent, grandparent, brother, sister, brother-in-law, sister-in-law or other relative who lives in the same house as the student. If a student wishes to attend a funeral of someone other than those listed above, permission for an absence must be requested from the Assistant Principal for Student Services.

Visitors

- All visitors must enter through the Front Entrance and push intercom button to announce themselves and purpose for being there. They may not follow behind someone else (student, etc.)
- Visitors who are just dropping off something for their student may put it on the table out in the vestibule with the student's name on a sticky note.
- If you need to meet with someone, please call ahead to set up a mutually convenient time to meet.
- A valid, government-issued photo ID is required for entry.
- All visitors are required to sign in through the computer system and need to wear the badge that is printed out as well as signing in and out on the visitor log. Visitors are not allowed in classrooms, hallways, or other restricted areas without prior authorization.
- A Diocesan badge must be presented and worn from anyone that will be alone with students.

We welcome visits from our alumni. Alumni should report to the office. If it is during the school day, any available teachers may come to the office to visit with the alumnus. After 2:45, alumni are welcome to walk throughout the building.

If an alumnus who lives outside the Harrisburg area would like to visit during the school day and have a tour, he/she may contact the school in advance to make arrangements.

Deliveries

Flowers, gifts, balloons, take-out food deliveries etc. will not be accepted for the students at the school. The cost of

any items purchased will not be assumed by the school when the delivery is turned away. Parents are welcome to drop off forgotten items in the vestibule (IE gym bag, project, etc.) and should notify the office of this drop-off via the intercom. The school is not responsible for items left in the vestibule.

Weather-related schedule changes

Bishop McDevitt will issue an automated message via Rediker (text, email, or all-call) when there are changes to the schedule due to weather. Students who ride buses **need to find out the schedule for the school district in which they live.** Buses will follow the student's home district schedule. (i.e., if there is a 2-hour delay in the home district, the buses will follow a 2-hour delay, regardless of McDevitt's start time). Students who drive, walk, or are driven to school should make every effort to get to school on McDevitt's schedule, provided it is safe to do so. If the student's home district dismisses early, buses will be sent for students, and all students from that district will be dismissed at that time. Bishop McDevitt will normally follow Central Dauphin's weather-related schedules, unless otherwise notified.

ACADEMIC INFORMATION

Accreditation

Bishop McDevitt High School is fully accredited by the Middle States Association of Colleges and Secondary Schools. Our most recent reaccreditation is Fall of 2025.

Academic Policies

Academic Credits attempted and earned become part of the permanent record of the student and are listed on the transcripts. Academic Credits Transferred from another school, grades 9 through 12 are not recorded on Bishop McDevitt's transcript.

Most private high schools in Pennsylvania have policies preventing the exchange of records when students have unpaid debts. Bishop McDevitt High School likewise will not provide these services unless all financial obligations are satisfied.

Scheduling

Course selection opens in late February for the following school year. Current McDevitt students may complete the scheduling process via the Rediker Learning Management System. Every student is required to schedule a minimum of 6 credits.

Careful planning must be exercised when selecting courses for the next academic school year. Students should seek as much information as possible from teachers, counselors, and potential colleges to make informed decisions about their course selection, not only to determine the coursework and expectations of a course they are considering, but also because educational choices have implications for college acceptance and programs.

With this in mind, and with parental guidance, students need to be serious about their course selections during the March registration. The entire Master Schedule, staff assignments, class size and course offerings are generated based upon student requests. When students call after schedules have been finalized and want to alter their schedule because they changed their mind, are unhappy with teacher assignment, want to avoid physical education or simply want to have lunch with their friends, it disrupts the entire Master Schedule. It is of vital importance that students are serious about their first choice of classes and not view their selections as something that can be changed later.

Every attempt will be made to schedule students for all classes they select. In return, it is expected that students remain in their selected classes. Any changes requested after the close of school in June will result in a $100 change fee if a student's final schedule reflects what they requested during the March registration period.

Classes with insufficient enrollment may not be offered or may be offered through an online program.

Online Courses

Online courses provide a way for Bishop McDevitt to supplement our school's elective and AP course offerings. Both year-long and semester-long classes are offered. Students must apply to take an online course. More information is

available on the McDevitt webpage. Bishop McDevitt partners with multiple online providers, including VHS and Educere. Some courses may incur an additional fee. Enrollment in an online course must be reviewed with the Assistant Principal for Academics.

NCAA Requirements

Any student wishing to be eligible for NCAA eligibility must meet the GPA requirements for the NCAA. The NCAA calculates its own GPA based on classes accepted by the NCAA. The NCAA does not accept any Level 1 classes**.** Any athlete hoping to qualify for college participation must be enrolled in college prep or higher level classes. The NCAA also does not accept Theology, Business, Art, or Music classes toward their GPA. It is recommended that students, at the beginning of their sophomore year, schedule an appointment with the NCAA coordinator to begin the NCAA process. Additional information is also available on the athletic page of Bishop McDevitt's website.

AP Testing

Students enrolled in an AP course must either take the AP exam or be enrolled in a dual credit, "college in the high school" class. Students taking the AP exam in May are required to register with the school by the end of the first marking period. There is a fee for EACH AP exam which must be paid by the student. Some of our AP courses have the opportunity for college in the high school dual credit. Students who choose this option pay the negotiated rate per course and may choose whether to take the AP exam.

Summer Assignments

Every student has a summer assignment for their selected English class every year. Most summer assignments include a written portion which is due on the first day of school. Vocabulary work may be another required component. Assignments are listed on the McDevitt webpage.

Course Change/Drop

Bishop McDevitt does not have a drop period. Students are expected to remain in their selected classes. A student, for a serious reason, may request to change or drop a class during the school year; however, dropping a class will result in a $100 course change fee. Any request to drop a class for extenuating circumstances may result in a withdraw failing (WF) on the report card and transcript if the student is failing at the time of the withdrawal or a withdraw passing (WP) if the student is passing. If the student is changing course level and not withdrawing from the course, the WF/WP does not apply. If a student has overridden into a course and then requests to change to the recommended level, there will be a $100 per course change fee. Courses will not be changed for poor grades if the student is qualified for the class, for a change in instructor, or to manipulate schedules to join friends for classes or lunch. A student should see his/her counselor for advice on academic matters. Any schedule changes require the approval of the Assistant Principal for Academics.

Academic Probation

Students are placed on Academic Probation when a student is failing two or more classes at the end of a marking period. This is an indication that the student is experiencing serious academic difficulty. Failure to demonstrate improvement over a defined period of time may result in the student being asked not to return to McDevitt. Academic Probation is issued by the Assistant Principal for Academics.

Resolution of Academic Problems

Difficulties arising out of normal discourse with students, teachers, and parents should be handled at the lowest possible level. Problems should be handled by the student and teacher first, then the student, teacher, and parent. If needed, student, teacher, parent, and administrator meetings may be scheduled. It is important to follow this process in order to protect the integrity of all concerned.

Academic Progress Reports

Progress reports are available daily via the student and parent portals so that students and their parents are able to determine if the student's work has achieved the results expected by their personal goals. Failures are earned by students. No failure will be removed on the excuse that a parent or student was not informed of the failure in advance.

Parents who require more information may contact an individual teacher or, if the concern is more global (IE affecting multiple subjects), they may contact the student's school counselor to request feedback on their student's progress. School counseling personnel will communicate the information to parents. Parents may also request a non-academic progress update directly from a specific subject teacher. The school does not issue weekly, bi-weekly, or monthly progress reports, since Rediker offers daily progress information.

Academic Preparedness

It is the responsibility of the student to be fully prepared for each class. This means that students must do their homework prior to class, study in such a way as to be able to intelligently participate in the lesson, and have all materials ready for use during the class period: pens, pencils, notebooks, charged Chromebooks, etc. Meeting deadlines is crucial to a student's educational development. Mature and responsible students meet deadlines. Regular attendance is an essential element of academic success. Students are responsible for any work missed even though they may be engaged in a school-sponsored activity which releases them from classroom instruction.

Homework

Teachers, students, and parents have a responsibility for ensuring the success of homework assignments.

1. The teacher for following guidelines when assigning the homework.
2. The student for completing the assignments according to the criteria established by the teacher.
3. The parent for providing the work area, time, and conditions necessary for the student to complete the assignments.

Homework Objectives

1. To reinforce learning through the practice, application, integration and/or extension of knowledge and skills.
2. To develop study skills, work habits and a sense of personal responsibility so that the student may become an independent learner.
3. To stimulate originality and creativity.
4. To enrich experiences and encourage a carry-over into leisure and career-centered interests.

Student Responsibilities

1. To be accountable for completion of homework assignments.
2. Understand that teachers will consider homework as a component of a student's grade.
3. Budget time to complete assignments made.
4. Arrange to make up all missed assignments in a timely manner.
5. Ask for further explanation if original directions are not completely understood.

Late Work Policy

It is the responsibility of students to submit all work on time. Work that is submitted after the due date will not receive full credit. Daily assignments/homework will be accepted for one week after the due date for half credit. Work submitted more than a week after the due date may not receive credit. Larger projects and major assignments will be deducted 10% for each late day, including weekends. Quizzes and tests should be made up within the number of days absent plus one. For example, if a student misses three days of school, any missing tests or quizzes should be completed within four days. It is up to students to schedule a time to make up quizzes/tests with their teachers. If a student is absent the day that a long-term project is due, an unexcused absence will result in a penalty for each day it is late. If a student is absent the day of a quiz or test that was announced previous to their absence, and no new information was presented during their absence, the student is required to take the quiz/test the day they return. Students with repeated unexcused absences may receive the same penalty for late work that a student who was present would receive (IE half credit within one week).

Study Halls

All Study Halls assigned to a student are silent studies. A study hall is an assigned educational activity. It is the responsibility of the student to use the study time well, coming prepared to work.

School-sponsored Activities

Students are responsible for any work missed even though they may be engaged in a school-sponsored activity which released them from classroom instruction. Assignments, homework, and study are not deferred merely because of the school-sponsored activity. Any student failing two or more classes will not be permitted to attend any school-sponsored activity that releases them from classroom instruction unless otherwise authorized by administration.

Concussion Protocol

Any student who has been diagnosed with a concussion needs to provide the Academic office with the evaluation completed by a physician. This will usually include any academic adjustments necessary to aid the student during their recovery. All teachers will receive a copy of this evaluation, and all adjustments will be followed until updated or removed by the physician.

Students receiving academic adjustments due to a concussion will automatically be placed with the Learning Support Instructor who will act as a liaison between the teachers and the student. Make-up work and tests will be scheduled at the Learning Support Instructor's discretion based on the requested adjustments and subsequent updates.

It is vital that the Academic office receive initial evaluations and any and all updates in a timely manner so we can continue to meet student needs throughout their recovery.

Instructional Support

Bishop McDevitt is committed to the academic success of each and every student. This can only be achieved through a cooperative approach involving parents, the student, our faculty and any necessary outside supporting resources. McDevitt will strive to meet any recommended accommodations/adjustments; however, due to limited resources, we cannot guarantee that all requested adjustments can be met.

IEP/ 504 (from school district)/EDUCATIONAL EVALUATIONS

Students must provide current written educational plans from either their public school district or the Intermediate Unit. If documentation expires due to lack of a re-evaluation, all adjustments will cease until documentation is properly updated.

PHYSICIAN and/or PSYCHOLOGIST REQUESTED ADJUSTMENTS

Students must provide documentation from their physician or psychologist. All documentation must be typed, on letterhead and bear the physician's original signature.

All documentation for a medical or mental health condition must include the following:

- A statement of diagnosis(es) and testing/assessments that were administered
- Symptoms, their severity and frequency
- Current treatment and prognosis
- The functional impact of the symptoms as they apply to the academic and extra-curricular setting (i.e. attendance issues, test anxiety, etc.)
- Specific recommendations for adjustments.

All adjustment requests from physicians/psychologists must be updated yearly. Recommendations from physicians/psychologists will be taken into consideration, but are not guaranteed. A review of recommendations will be conducted, and adjustments will not be implemented without an individual learning plan or medical support plan review and/or a school-based evaluation.

Grading Information

ACADEMIC CREDITS NEEDED FOR GRADUATION

Bishop McDevitt High School requires a minimum of twenty-four credits earned in grades 9 through 12 to receive a diploma and to graduate. There is a mandated distribution of course and credits.

REPORT CARD GRADING SYSTEM

Evaluation and grading of student coursework is expressed in terms of a numerical system with the following letter equivalents:

A – 93-99 B – 85-92 C – 77-84 D – 70-76 F – 60-69

A letter system of A + -, B + -, C + -, D + -, F is also used for fractional courses. Only major courses receiving a numerical grade are included in GPA and the ranking process. Letter grades are not factored into the GPA or the ranking process.

Grade Point Distribution

GRADE	LEVEL 1	LEVEL CP	LEVEL ACP	LEVEL H	LEVEL AP
99	3.52	4.00	4.28	4.72	5.12
98	3.44	3.92	4.20	4.64	5.04
97	3.36	3.84	4.12	4.56	4.96
96	3.28	3.76	4.04	4.48	4.88
95	3.20	3.68	3.96	4.40	4.80
94	3.12	3.60	3.88	4.32	4.72
93	3.04	3.52	3.80	4.24	4.64
92	2.96	3.44	3.72	4.16	4.56
91	2.88	3.36	3.64	4.08	4.48
90	2.80	3.28	3.56	4.00	4.40
89	2.72	3.20	3.48	3.92	4.32
88	2.64	3.12	3.40	3.84	4.24
87	2.56	3.04	3.32	3.76	4.16
86	2.48	2.96	3.24	3.68	4.08
85	2.40	2.88	3.16	3.60	4.00
84	2.32	2.80	3.08	3.52	3.92
83	2.24	2.72	3.00	3.44	3.84
82	2.16	2.64	2.92	3.36	3.76
81	2.08	2.56	2.84	3.28	3.68
80	2.00	2.48	2.76	3.20	3.60
79	1.92	2.40	2.68	3.12	3.52
78	1.84	2.32	2.60	3.04	3.44
77	1.76	2.24	2.52	2.96	3.36
76	1.68	2.16	2.44	2.88	3.28
75	1.60	2.08	2.36	2.80	3.20
74	1.52	2.00	2.28	2.72	3.12
73	1.44	1.92	2.00	2.64	3.04
72	1.36	1.84	1.92	2.56	2.96
71	1.28	1.76	1.84	2.48	2.88
70	1.20	1.68	1.76	2.40	2.80

Below 70 no quality points are awarded.

Class Rank

Class rank is determined by dividing the total quality points earned by the number of courses attempted. (The exact mathematic formula is a bit more involved.)

Honor Roll Explanation

Students achieving honors for each report period will have that fact noted on the report card.

Distinguished Honors – must maintain a grade average of 87 in each Honors (H) subject and a 90 in others.

Academic Recognition – must maintain a grade average of 83 in each Honors (H) subject and 85 in all others.

Commended Student – must achieve a grade of 80 or higher in all subjects.

Failures in minor subjects disqualify students from Distinguished Honors or Academic Recognition.

Grading Policy

No teacher may submit a grade below 40 for quarter grade reports during the first three marking periods unless authorized by administration. It is the intent of this policy to keep passing within reach of the student. A low or failing grade should be a type of motivation for the student to do better, yet not discourage the student beyond hope.

In extreme cases, a teacher may request an exception to the above rule. The teacher must present sufficient evidence which demonstrates an exception is warranted. The request is to be made of the Assistant Principal for Academics, who will determine if an exception is allowable.

Examinations

All students must take semester examinations in all major courses for which the student is enrolled. A special testing schedule is published for Midterm and Final Examinations. Seniors who have a 90% final average as of May 1st in a class are exempt from that final exam. Midterm and final examinations are a vital part of the academic calendar and it is very important that students are present to take their mid-terms and finals when they are scheduled. We respectfully ask that you not schedule any family vacations or trips during mid-terms and finals. We will not honor requests for absences during mid-term or finals weeks except in extenuating circumstances. Student will receive a zero for any exams they miss unless approved for extenuating circumstances. No semester exams will be administered early, in order to protect the integrity of the exams.

Promotion

Those students who have earned 6 credits as a Freshman, 12 credits as a sophomore, and 18 credits as juniors by the beginning of each school year, and are carrying a schedule which will meet requirements for the next grade level, will normally be advanced. A definite subject distribution is required as well. Students with incompletes on their record may not be advanced to the next grade level.

Failures

Students with a final average lower than 70 in any course receive no credit for that course. Failures for required subjects (Religion, History, English, Mathematics, Science) must be made up in the summer before the next academic year begins. Failures in elective subjects may be corrected through public school summer programs.

Summer School

All failures in courses required by the school administration or the State must be made up during the summer through McDevitt or at any private or public school Summer School program. Credit for passed courses will be accepted provided proper notification is received by Bishop McDevitt High School. The Assistant Principal for Academics or the Principal is the final determinant.

Students are required to make up failures before beginning the next school year. Bishop McDevitt High School will not accept the burden of carrying over failed courses into the next school year to be repeated and added to the next year's course schedule. Courses must be made up immediately. It is the student's and the parent's responsibility to do this. Students may be held at their previous grade level if the courses are not made up. Students failing more than three classes with no intent to recover the credits in the summer may be subject to dismissal at the principal's discretion. Additionally, students who do not make up credits through summer school to advance to the next grade level may be impacted by reduced financial aid assistance.

Dual Enrollment/Dual Credit and College in the High School

Purpose

The purpose of this policy is to delineate the requirements for dual enrollment vs. Dual Credit within Bishop McDevitt School High School. While there are varying definitions of Dual Enrollment and Dual Credit the definitions set forth in this document are defined below for purposes of Bishop McDevitt Dual Enrollment Option. All courses eligible for Dual Enrollment are agreed upon by Bishop McDevitt in conjunction with the IHE.

Dual Enrollment shall mean: A student is enrolled in two institutions at the same time. A student earns both Sponsoring IHE and secondary entity credit for a college course, and the credit is transcripted by both Bishop McDevitt and the IHE (Institution of Higher Learning) at the time of the course. These courses can be either academic or career and technical courses as defined and eligible by Bishop McDevitt High School. These courses shall be taken concurrently during the High School academic school year. Bishop McDevitt currently has a Memorandum of Understanding with Harrisburg University and Harrisburg Area Community College for Dual Enrollment Opportunities.

Dual Credit: A student enrolls in both Bishop McDevitt and the IHE and takes a college course (irrespective of location, instructor type, or delivery method). The student may or may not receive secondary credit for the college courses completed; hence, not all dual enrollment is dual credit. These courses may be taken during the summer or dates when High school is not in session. Prior approval of the course must be obtained if students are seeking dual credit for a college course.

College in the High School: College in the High School is an educational program offered in partnership with an accredited institution of higher education that provides high school-age students the opportunity to earn College Credit while concurrently taking a designated course offered and taught within the Secondary School (Bishop McDevitt). These courses are limited to those designated in conjunction with the IHE.

Authority

Students seeking a dual enrollment shall comply with the policies, procedures, and rules of the High School and Diocese of Harrisburg.

Delegation of Responsibility

The High School Principal or designee (Assistant Principal of Academics) and School Counselor must review and approve all guidelines for admission.

Units of Credit at the High School Level

Credits received from a dual enrollment program (or dual credit program if approved) will be recorded as acceptable credits and will be reported accordingly on the student's high school transcript. Students will receive one (1) credit at the high school for each course in the dual enrollment program that is completed satisfactorily. Students who have participated in dual credit or dual enrollment program prior to admission to Bishop McDevitt will only be awarded credit for those course which are on the students ***High School transcript*** from the previous sending Secondary School of the student. College Level courses taken which do not appear on the students High School transcript will not be awarded credit towards Bishop McDevitt Graduation Requirements.

Credits at the Postsecondary Level

The decision to award credits to a student on a college transcript rests with the postsecondary institution. Transfer of credits from one (1) entity to another will be determined by the receiving school. Requests for transcript records shall be made directly to the postsecondary institution by the student.

Guidelines

Eligibility for Participation in Dual Enrollment or Dual Credit
(Any student in a College in the High School Course is eligible for dual credit with fee payment)

To provide the student with the greatest opportunity for success in this transition, the student must be a transitioning Senior in High School and have the following to receive the recommendation of the building principal:

1. Students must be a Full Time Student enrolled with Bishop McDevitt High School.
2. Students shall submit to the building principal or designee a written request for approval of each proposed course and the number of credits sought.
3. The course must be approved by the Assistant Principal of Academics or the building principal and/or be relevant to established academic standards at Bishop McDevitt High School.
4. The student must have passed all courses and have the appropriate units of credit for his/her grade level (18 at the end of the Junior year school term).
5. The student must have a Course Schedule conducive to Dual Enrollment options. Time parameters for transportation to and from the IHE and class time must fit within the students Bishop McDevitt Academic Schedule or the student may choose a virtual online class which fits within the parameters of the students physical schedule.
6. The student must have a cumulative grade point average of 3.0 or better at the conclusion of their 11th grade year.
7. The student must meet attendance criteria.
8. The student must meet all the requirements for the dual enrollment program at the college or university for which s/he is seeking admission.
9. The student must meet the prerequisites for the course to be taken
10. The student must have recommendation of at least two (2) teachers
11. The student must have recommendation of the counselor and the Assistant Principal for Academic Services
12. No Course offered or required by Bishop McDevitt High School will be eligible for Dual Enrollment. In rare or extreme cases, exceptions may be made on a case by case basis by the Principal or Designee.
13. The request must be reviewed by the Principal and/or Designee.

Requirements and Regulations

In order to establish parameters for the student to earn a Bishop McDevitt Diploma, the following requirements and regulations are established:

1. The student and her/his family shall be responsible for all costs and arrangements with the institution (tuition, textbooks, fees, etc.) unless such items are paid by a grant and/or other funding source. The cost of credits is set by the College or University, not Bishop McDevitt High School.
2. The student will be responsible for her/his own transportation to and from Bishop McDevitt High School.
3. Written request from the parent/guardian of the student must be made to the Assistant Principal of Academics, who will make the determination as to whether or not the proposed course of study will also satisfy the school's graduation requirements. The Assistant Principal will make a recommendation to the Principal, who will make

the final decision.

4. Counselor–parent– Assistant principal for Academics interview must take place.

5. The student shall be responsible for having a college transcript sent to the Principal of Academic Services prior to receiving a high school graduation diploma. The college transcript will be attached to the high school transcript as an indication of courses completed and grades earned.

6. The grades earned at the institution will not be included in the calculation of Bishop McDevitt grade point average or class rank. The grade will be reflected on the student transcript but will not be weighted towards Grade Points.

7. The student must earn corresponding credits in required courses that meet the graduation requirements of Bishop McDevitt High School to qualify for a diploma.

8. The student may participate in the Bishop McDevitt High School commencement ceremony.

9. Dually-enrolled students are expected to be present at all classes on a regular basis. Dually-enrolled students who fail to regularly attend their course (s) may be excluded from further participation by written notice from the Principal or Designee.

Discipline

Dually-enrolled students shall be subject to all rules and regulations of Bishop McDevitt High School, including student discipline policies, to which all other school enrollees are subject. Teachers, principals and administrators shall have the same authority of the comportment of dually-enrolled students as they have over all other enrollees.

Service Requirement

We are called to live the Gospel of Jesus Christ not only by our words, but more importantly through our actions. In our philosophy, we state: "We strive within our environment to create a climate enlivened by the Gospel Spirit. In this environment, we share with one another and encourage each other to be what God intended us to be. We envision a life in which faith can gradually mature; hope can become realistic and firm; and charity can be evidenced in a caring community which is willing to be of service to the human family." Each year students are asked to put their love into action for their brothers and sisters in Christ. **Freshmen are required to perform a minimum of 10 hours of service during the year; Sophomores, Juniors, and Seniors are required to perform a minimum of 20 hours each year.** Any hours obtained throughout the summer may be applied to the requirement for the upcoming school year. Each respective Religion teacher will provide service opportunity suggestions and give frequent reminders about the due date. Students will be given a code to create an account through The Mobile Serve App in order to document and submit their hours for the year. Students are responsible for submitting hours on time and properly use the app. Service hours are a Graduation Requirement at Bishop McDevitt High School. Any hours not completed each school year will carry over to be completed the following year. All service hours (prorated based on enrollment date) must be completed in order for students to receive their diploma from Bishop McDevitt High School. ***More details can be found in the Service Handbook found on the school's website.**

Commencement

Commencement is the formal conclusion of the student's secondary education. It is a time of celebration and new beginnings. Bishop McDevitt High School conducts a very formal baccalaureate and commencement. Participation in the commencement exercises of Bishop McDevitt High School is a privilege. Only those students who have completed **all** the requirements for a diploma may participate. Students with outstanding obligations may be ineligible to participate in graduation until those obligations are fulfilled (financial, academic, behavioral, cafeteria debt, textbooks, etc). Students may be excluded from participation in the commencement exercises due to scholastic failure in the program of studies. All members of the Senior Class must attend rehearsals and the actual exercises. Students who are not present for rehearsals and for baccalaureate are not permitted to participate in graduation ceremonies, barring extenuating circumstances. Any students receiving serious discipline during the 30 days before graduation may be ineligible to participate in the ceremony.

Care of books

All books and workbooks are the property of Bishop McDevitt High School or the State of Pennsylvania. They are to be cared for and well maintained. If the books are damaged or lost, the student will be required to pay the full price of the books.

Transfers/Withdrawals from School

For a student to withdraw from McDevitt, parents must contact the Director of Admissions to initiate the withdrawal process and confirm reasons for leaving, complete necessary forms, and return all books and other materials belonging to the school.

Tuition payable will be pro-rated by the number of school days remaining in the year, less any applicable fees and the value of any school property not returned.

Notice: It is the policy of our school to notify the school to which a student transfers if a student is expelled or withdraws from school, and is involved with any of the following infractions, as required by law:

1. An act or offense involving weapons.
2. Sale or possession of controlled substances.
3. Willful infliction of injury to another person, or act of violence committed on school property, or while in the custody of the school.

Complete academic, attendance, disciplinary, and medical records will be forwarded to any school requesting them. However, academic transcripts will be held for any students with outstanding financial obligations.

Note: When students withdraw from Bishop McDevitt, in compliance with state laws, we must notify the district of residence of attendance records. School District Policy may restrict a student from attending a cyber charter school for truancy concerns.

DISCIPLINARY INFORMATION

Bishop McDevitt employs a demerit system to encourage adherence to school policies and procedures. Each quarter, students receive a conduct grade reflecting how many demerits were received during that quarter. This system is further explained throughout the disciplinary information section and the Code of Student Conduct.

CODE OF STUDENT CONDUCT

Introduction and purpose: In all areas of learning, discipline must be considered in the development of the whole person. The Code of Conduct is based on the Gospel Message of Jesus. Growth in self-discipline, a responsibility for Catholic morals and values, and a loving respect for the rights of all persons is encouraged and nurtured by the Code of Conduct. To achieve these goals, parents, faculty, and students work together to create the Catholic School Culture at Bishop McDevitt High School.

In order to offer the best possible educational climate in which students are free to learn and teachers are free to teach, an organized set of rules of social and moral conduct must be established. Likewise, this set of rules must be communicated to all parties in the educational process. Uniform and consistent enforcement of the rules is also essential. This policy sets forth the rules for behavior in Bishop McDevitt High School and is intended to offer direction to students, parents/guardians, teachers, and administrators. Emphasis shall be on courteous cooperation in all aspects of this policy. Discipline means literally to educate and train for a specific goal. It is the responsibility and the discretion of the building administrator to utilize an appropriate disciplinary option available to achieve desired changes in student behavior.

Students shall not be subject to disciplinary action because of race, gender, color, religion, sexual orientation, natural origin, or handicap/disability. Any student disciplined by a High School employee shall have the right to notice of the infraction in accordance with this Code of Conduct.

Bishop McDevitt High School incorporates principles of restorative justice into its discipline philosophy. We believe that all students are expected to behave in accordance with the Gospel message and as Catholics and Christians, we are

mandated by our faith to treat each other with love and respect. What this means is for an infraction incurred by a student where someone has been harmed, the focus will be on changing the behavior and not simply punishing it. The goal of this approach is to repair any harm that was caused to individuals or the community. The student will work with the Assistant Principal for Student Services to address how to accomplish repairing that harm. Appropriate consequences that are fair and consistent with the infraction will be sought in every case.

By registering with Bishop McDevitt High School, both students and parents agree to comply with and support the discipline policies and regulations.

STUDENT RIGHTS

Students of Bishop McDevitt have basic rights: the right to a Catholic education, the right to attend a safe and peaceful environment, and the right to be free from unlawful discrimination, to name only a few. Students also have rights customarily afforded to all human beings, including the right to be treated with dignity. However, Bishop McDevitt may limit students' rights to prevent acts that threaten immediate harm to the welfare of the school, and individual, or the community, that encourage unlawful activity, are profane, vulgar, or immoral, or that "substantially and materially" interfere with school activities.

STUDENT RESPONSIBILITIES

Students attend a Catholic High school so they may develop to their fullest potential and model Christian morals and values. The expectation is that every student will:

- **Be Respectful**
  - Maintain appropriate physical proximity and contact with other students, faculty, and the community.
  - Communicate in a manner reflective of Catholic morals and values which refrain from using profanity, abusive language or actions, written or verbal.
  - Promote a climate of mutual respect and dignity by behaving respectfully towards others and property.
  - Value and show respect for the views and opinions of others and seek peaceful resolutions to disagreements.
  - Value the rights of students, teachers, administrators, and all others who are involved in the educational process.
  - Exercise proper care when using public facilities and equipment.

- **Be Responsible**
  - Demonstrate responsibility.
  - Attend school and all classes daily and on time.
  - Be aware of all rules and regulations for student behavior and conduct oneself in accordance with them and Catholic morals and values.
  - Take appropriate care in the use of school facilities, books, and equipment.
  - Adhere to and follow the school uniform policy.
  - Comply with all public laws, school rules, and Diocese regulations.
  - Make up all work when absent.
  - Promptly deliver all school communication to parent/guardian.

- **Be Ready**
  - Make your best effort in class and with homework.
  - Dress and groom to meet standards of safety and health, and not to cause substantial disruption to the educational processes.
  - Value diversity and treat all others fairly and with dignity (*i.e.*, bullying and unlawful discrimination in any form will not be tolerated).
  - Be a partner in your own safety; provide information relating to the health, safety or welfare of the school community, and assist school staff in operating a safe school.
  - Assist the school staff in operating a safe and Christian school.
  - Come to school prepared to learn.
  - Pursue and attempt to complete satisfactorily the courses of study prescribed by Bishop McDevitt school authorities.

PARENT AND GUARDIAN RESPONSIBILITIES

- **Attendance/Health**
  - Maintain up-to-date home, work, and emergency numbers/contacts at the school.
  - Send your child to school regularly, on time, well-rested, and prepared to learn. Send in a signed excuse note the day your child returns to school following an absence.
  - Provide appropriate information/documentation on known medical problems that might affect attendance.
  - Follow through with health recommendations from the school nurse.
  - Call the school office if your child's dismissal procedures change.

- **Student Progress/Curriculum**
  - Monitor assignments, progress reports, and homework completion.
  - Be responsible for any financial obligations incurred by the child in school. This responsibility includes lost books and damage to property.
  - Support the rules and regulations set forth by the school and individual classroom teacher.
  - Remain in contact with the school teacher concerning the student's progress and conduct.

- **Personal Responsibilities**
  - Model Christian morals and values
  - Communicate in a manner reflective of Catholic morals and values which refrain from using profanity or abusive actions or language – written or verbal – while on school grounds or while engaging with students, school employees or officials. This is inclusive of all school sponsored activities.
  - Obey all traffic laws and regulations while on or around school property.
  - Comply with all school guidelines for arrival and dismissal procedures.
  - Review all school communications and respond promptly.
  - Become actively involved in the school and service to the school community.
  - Attend school functions and conferences.
  - Encourage your child to demonstrate respect for their classmates, school personnel, and school property.
  - Participate in decisions relating to the education of your child.
  - Review the Code of Conduct as a family, especially Attendance, School Uniform Policy, Discipline, and Bullying Prevention Policies.
  - Discuss emergency procedures with child (i.e. early dismissal due to inclement weather)

FACULTY AND STAFF RESPONSIBILITIES

- Promote the spiritual and educational principles of the Catholic Faith
- Model Christian morals and values
- Promote a safe and orderly school environment based upon a climate of mutual respect and dignity that supports active teaching and learning.
- Promote mutual climate of respect and dignity while reinforcing resiliency.
- Value diversity and treat all persons fairly.
- Attend work regularly and on time.
- Maintain honesty and integrity.
- Maintain confidentiality on all student and family matters.
- Develop cooperative relationships with parents/guardians for the educational benefit of the student.
- Model Christian behaviors in a professional and responsible manner.
- Respect and comply with the law and all persons in positions of authority.
- Develop a good working relationship with families by providing opportunities for parent participation in school functions/events.
- Communicate to students and parents about:
  - Course objectives and requirements
  - Assessment/grading procedures
  - Assignment deadlines
  - Expectations for students
  - Classroom behavior/management plan
- Teach the students to be responsible citizens, respectful of diverse opinions, Catholic morals and values, and prepared to learn.

- Be fair, firm, and consistent in implementing the Student Code of Conduct in the school, on school transportation, on the school campus, and at all school sponsored activities.

ADMINISTRATOR RESPONSIBILITIES

- Promote the Spiritual and educational principles of the Catholic faith
- Model Christian morals and values
- Promote a safe and orderly school environment based upon a climate of mutual respect and dignity that supports active teaching and learning.
- Ensure that all students and staff have the opportunity to communicate regularly with administrators.
- Regularly evaluate all instructional programs and staff.
- Support the development of and student participation in appropriate extracurricular activities. Maintain visibility throughout the school and be accessible to the students and community.
- Develop close, cooperative relationships with parents for the educational benefit of students. Model respect for law and order, self-discipline and a genuine concern for all persons.
- Be fair, firm, and consistent in enforcing the Student Code of Conduct and ensuring that all cases are resolved promptly and fairly.
- Establish necessary building security and safety protocols and procedures.
- Respond in a timely and confidential manner to all written and verbal requests.
- Regularly communicate with students, parents/guardians, and community.
- Investigate disciplinary infractions in a fair and impartial manner.
- Utilize appropriate disciplinary options to achieve desired change in student behavior.

DISCIPLINE CODE

JURISDICTION

This student code of conduct applies to the on-campus conduct of all students and registered student organizations, including conduct using Bishop McDevitt computing or network resources. The code also applies to the off-campus conduct of students and registered student organizations in direct connection with:

(A) Student representation of affiliation with Bishop McDevitt High School.
(B) Academic course requirements or any credit-bearing experiences, such as internships and field trips;
(C) The conduct occurs during the time the student is traveling to and from school or traveling to and from school-sponsored activities, whether or not via school district furnished transportation. (This includes actions by students, or against students, walking or being transported to or from school or school-sponsored activities.)
(D) The student is a member of an extracurricular activity and has been notified that particular off-campus conduct could result in exclusion from such activities.
(E) Student expression or conduct that materially and substantially disrupts the operations of the school, or the administration reasonably anticipates that the expression or conduct is likely to materially and substantially disrupt the operations of the school.
(F) The conduct has a direct nexus to attendance at school or a school-sponsored activity, for example, a transaction conducted outside of school pursuant to an agreement made in school, that would violate the Code of Student Conduct if conducted in school.
(G) The conduct involves the theft or vandalism of school property, or causes or threatens serious harm to the safety or security of members of the school community, or creates or could reasonably create a hostile environment on campus.
(H) There is otherwise a nexus between the proximity or timing of the conduct in relation to the student's attendance at school or school-sponsored activities.

Students continue to be subject to federal, state, and local laws while at school, traveling to and from school, and during school-sponsored activities, and violations of those laws may also constitute violations of the code. In such instances, the school may proceed with disciplinary action under the code independently of any criminal proceeding involving the same conduct and may impose sanctions for violation of the code even if such criminal proceeding is not yet resolved or is resolved in the student's favor.

Any student assisting in the planning, preparation or execution of a violation of the Code of Student Conduct may receive the same discipline as the student who carried out the violation.

LEVELS OF OFFENSES

The Discipline Code, as set forth in the following graph(s), organizes student misbehavior into four categories from minor to major, depending upon the effect of the misbehavior on the learning climate of the school, disregard for Catholic morals and values, and on the health or safety of others in the school. Bishop McDevitt employs a demerit system to encourage adherence to school policies and procedures. Each quarter, students receive a conduct grade reflecting how many demerits were received during that quarter. This system is further explained throughout the disciplinary information section in the Student Handbook.

Level 1: Minor misbehavior on the part of the student which impedes orderly classroom procedure or interferes with the orderly operation of the school. These misbehaviors can usually be handled by an individual staff member, but sometimes requires the intervention of other support personnel and/or an administrator.

- Procedures: Immediate intervention is required by the staff member who is supervising the student or who observes the misbehavior; possible written/verbal parental notification. Repeated misbehavior requires parent/teacher communication and/or conference; conferences with the counselor and/or administrator.

Level 2: Misbehavior whose frequency or seriousness tends to disrupt the learning climate of the school or interferes with safe, efficient bus transportation operations. These infractions, which may result from the continuation or repetition of Level I misbehaviors, require the intervention of personnel on the administrative level because the execution of Level I disciplinary options has failed to correct the situation. Also included in this level are behaviors, which do not represent a direct threat to the health and safety of others but whose educational consequences are serious enough to require corrective action on the part of the administrative personnel.

- Procedures: The student is referred to an administrator for appropriate disciplinary action. The administrator meets with the student and/or teacher and decides the most appropriate response. The teacher is informed of the administrator's action. The parent is notified either verbally or in writing. A parental conference may be held. A proper and accurate record of the offense and disciplinary action is maintained by the administrator in the Rediker system.

Level 3: Behavior generally causes a substantial disruption to the school or bus environment, and possibly some physical harm or threat of serious physical harm to people or property. Actions seriously infringe on the rights of others. Corrective measures that the school should undertake depend on the extent of the school's resources for remediating the situation in the best interest of all students. Those acts that are illegal will automatically be referred to the appropriate law enforcement officials.

- Procedures: The administrator initiates disciplinary action by investigating the infraction and conferring with staff on the extent of the consequences. The administrator meets with the student and confers with the parent about the student's misconduct and the resulting disciplinary action. The school officials may contact the law enforcement agency and assist in prosecuting the offender.

Level 4: Behavior generally causes a substantial disruption of the school environment, and poses significant threat of reckless or willful, significant injury to persons or property, or seriously infringes upon the rights of others. These acts are so serious that they always require administrative actions that result in the immediate removal of the student from school, the intervention of law enforcement authorities, and/or action by the Principal and Diocese of Harrisburg.

The second column presents examples of misbehavior at each level. These examples are not all-inclusive but serve to describe the type of misbehavior at a particular level. Acts of misbehavior not listed as examples will be placed in the appropriate category and handled accordingly. The third column contains procedures for handling misbehavior at each level. The fourth column presents possible disciplinary responses to the misbehavior to be utilized by teachers, principals, or other school authorities at the High School. The disciplinary responses are not all-inclusive, and it is expected that the maturity of the student, the degree or the severity of the misbehavior, and the facts or circumstances surrounding the misbehavior will all be taken into consideration as the disciplinary response is determined. In some instances of misbehavior, however, disciplinary responses are mandatory because of the seriousness of the offenses.

This Discipline Code will be used in conjunction with existing policies of the Diocese of Harrisburg and Bishop McDevitt High School. The provisions of the Discipline Code will be modified, when required by Diocesan, school, and State Regulations.

DISCIPLINARY STRUCTURE – STUDENT MISCONDUCT / RESPONSE GUIDELINES				
LEVEL I	DESCRIPTION	EXAMPLES	PROCEDURES	POSSIBLE DISCIPLINARY RESPONSES
I	Minor misbehavior on the part of the student which impedes orderly classroom procedure or interferes with the orderly operation of the school. These misbehaviors can usually be handled by an individual staff member, but sometime requires the intervention of other support personnel and/or an administrator.	-Minor Cheating -Unprepared for Class -Cell phone violation -PDA (Public Display of Affections -Ignoring Instructions -Having Food/Drink outside of Cafeteria -Sleeping in Class -Unauthorized water bottle -Late for Class -Chewing Gum -Littering/leaving Trash -Corridor Violation -Locker Violation -Minor Disruptive/distracting classroom behavior -Minor Horseplay -Dress Code Violation -Minor vandalism (IE writing on a desk) -Copying homework/providing work to another student to copy	Immediate intervention is required by the staff member who is supervising the student or who observes the misbehavior. Possible written/verbal parental notification. Repeated misbehavior requires parent/teacher communication and/or conference; conferences with the counselor and/or administrator. A proper and accurate record of the offense and disciplinary action is maintained by the staff member.	Minimum of 1 Demerit Maximum of 3 Demerits per incident -Detention (Teacher/Administrative) -Teacher/parent conference (in person/on phone) -Administrative/parent conference (person/phone) -Behavioral contract -Counseling -Modified instructional programming -School probation -Student behavior modification plan/log -Suspension of privileges -Temporary removal from class -Verbal or written apology -Verbal reprimand
LEVEL **II**	DESCRIPTION	EXAMPLES	PROCEDURES	POSSIBLE DISCIPLINARY RESPONSES
II	Misbehavior whose frequency or seriousness tends to disrupt the learning climate of the school or interferes with safe, efficient bus transportation operations. These infractions, which may result from the continuation of LEVEL I misbehaviors, require the intervention of personnel on the administrative level because the execution of LEVEL I disciplinary options has failed to correct the situation. Also included in this level are behaviors, which do not represent a direct threat to the health and safety of others but whose	-Continuation of a LEVEL I misbehavior -Abusive language - Defiant/Disrespect towards authority figures - Major Disruptive classroom behavior -Obscene language or Gesture -Failure to serve private or general detention -Forgery -Harassment of students (Minor) -Insubordination/ Open Defiant Attitude toward staff -Plagiarism -Parking unregistered vehicle on Campus or un unauthorized space -Directed Profanity *Major Vandalism *Possession/use/transfer of tobacco, vaping, and smoking materials *Possession/use of lighters -Unlawful/unexcused school tardiness (repeat	The student is referred to an administrator for appropriate disciplinary action. The administrator meets with the student and/or teacher and decides the most appropriate response. The parent is notified either verbally or in writing. A parental conference may be held. A proper and accurate record of the offense and disciplinary action is maintained by the administrator. Bus rule violations may require a parent conference at which time video documentation may be viewed (bus driver and/or bus company supervisor may be invited to participate).	-Continuation of Level I consequences -Minimum of 3-15 demerits -Detention -In-school suspension -Out-of-school suspension (up to 3 days for conduct that interferes with the educational process, creates substantial disorder, or infringes on the rights of other students) -Suspension of bus riding privilege (up to 5 days) -Saturday School Detention **** Refers to mandatory discipline response***

	educational consequences are serious enough to require corrective action on the part of the administrative personnel.	instances) -Minor Violation of Acceptable Use Policy (e.g: unauthorized VPN) -Academic Integrity Violation/ Cheating (IE sharing pictures of a test) -Filming of a fight or disturbance, unauthorized filming of adults -**Truancy** will result in demerits but will not fall under the Disciplinary code of conduct, rather will fall under our Truancy Policy.		
LEVEL III	DESCRIPTION	EXAMPLES (with minimum Demerits assigned)	PROCEDURES	POSSIBLE DISCIPLINARY RESPONSES
III	Behavior generally causes a substantial disruption to the school or bus environment, and possibly some physical harm or threat of serious physical harm to people or property. Actions seriously infringe on the rights of others. Corrective measures that the school should undertake depend on the extent of the school's resources for remediating the situation in the best interest of all students. Those acts that are illegal will automatically be referred to the appropriate law enforcement officials.	-Continuation of a LEVEL II misbehavior -Being under the influence of unauthorized substances (*i.e.*, drugs, alcohol) -Defiant Trespass -Bullying/Cyberbullying/Hazing -Fighting -Gambling -Habitual truancy -Harassment/Intimidation (including racial/ethnic/sexual) -Leaving school without authority *Obscene/Lewd behavior (including but not limited to mooning, wedging) -Possession/use/transfer of fireworks or other explosive devices legal for sale under state law (including but not limited to "poppers," smoke/stink bombs, etc.) *Possession or use of small amounts of marijuana, cannabinoids, look alike drugs, paraphernalia, or THC Oils/Products -Reckless driving on school property -Sexual harassment -Stealing/Theft/shoplifting -Threats to others -Violation of Acceptable Use Policy (i.e pornographic material, adult website. Etc)	The administrator initiates disciplinary action by investigating the infraction and conferring with staff on the extent of the consequences. The administrator meets with the student and confers with the parent about the student's misconduct and the resulting disciplinary action. The school officials may contact the law enforcement agency and assist in prosecuting the offender. A proper and accurate record of the offense and disciplinary action is maintained by the administrator.	-Demerits will vary depending on Conduct (Minimum of 15-30 demerits) -Possible Charges under PA Criminal Code -Counseling/referral for psychological evaluation -In-school suspension *Out-of-school suspension (not to exceed 10 days) -SAP referral -Referral to outside agency -Drug rehabilitation or drug testing -Restitution of property and damages -Suspension of bus riding privilege (up to 1 semester). -Saturday School Detention ***Refers to mandatory discipline response***

LEVEL **IV**	DESCRIPTION	EXAMPLES	PROCEDURES	POSSIBLE DISCIPLINARY RESPONSES
IV	Behavior generally causes a substantial disruption of the school environment, and poses significant threat of reckless or willful, significant injury to persons or property, or seriously infringes upon the rights of others. These acts are so serious that they always require administrative actions that result in the immediate removal of the student from school, the intervention of law enforcement authorities.	-Continuation of a LEVEL III misbehavior -Arson -Assault on student or staff -Bomb threat or false alarm -Extortion -False imprisonment -Indecent exposure *Possession or use of large amounts marijuana, look alike drugs, cannabinoids, or THC oils/products or possession of any other controlled substance *Distribution or an intent to distribute unauthorized substances (*i.e.*, drugs, alcohol) *Possession/use/transfer (including intent to sell/purchase) of weapons, replica weapons, or ammunition -Possession/use/transfer (including intent to sell/purchase) of fireworks (those not legal for sale under state law) -Sexual assault/misconduct -Credible Terroristic threats -Theft/possession/sale of stolen property -Unlawful harassment -Use of any propellant -Major Vandalism -Violation of Acceptable Use Policy (i.e: planned attacks on network security) -Gang representation or activity -Pre-planned physical altercation	The administrator verifies the offense, confers with the staff involved, and meets with student. The student is immediately removed from the school environment. The parents are notified. The school officials contact law enforcement agency and assist in prosecuting offender.	-Demerits will vary depending on Conduct and/or expulsion. -Referral to the appropriate law enforcement agencies for potential criminal charges -Counseling/referral for psychological evaluation -Recommendation for Expulsion -Other action which may result in appropriate placement, parent hearing, restitution of property and damages. -Out-of-school suspension up to 10 days (or more if behavior poses risk to other students or staff) -Denial of privilege to participate in the graduation ceremony -Refer to drug/alcohol policy and guidelines -Referral to outside agency -Restitution of property and damages -Mandatory SAP referral ***The school shall impose discipline pursuant to diocesan policy. For students merely possessing weapons, the principal will give consideration as to whether a suspension rather than expulsion is appropriate.***

Disciplinary Probation

Disciplinary Review (15 Demerits/5 detentions)

Students receiving 15 demerits or 5 detentions for disciplinary reasons will be placed on Disciplinary Review. A meeting will be held with the student to discuss the reasons the student is having difficulty in conduct and to discuss ways to remediate the behavior.

Disciplinary Warning (25 Demerits/ 9 detentions/3 ISS)

When a student receives 25 demerits or 9 detentions for disciplinary reasons, accumulation of 3 in school suspensions, or any out of school suspension the student will be placed on Disciplinary Warning. Disciplinary warning requires a meeting with the student and parents to discuss the reason for disciplinary issues and develop a plan to remediate the behaviors. (This equates to a D for conduct).

Disciplinary Probation (31 or more Demerits or multiple ISS/OSS events)

Students who receive an F for conduct for disciplinary reasons for one quarter will be placed on Disciplinary Probation for the following semester. A student on Disciplinary Probation who continues to break the school code of conduct by attaining a Disciplinary Review or Warning Status must have a mandatory meeting with Assistant Principal of Student Services to discuss the concerns with student discipline and develop a plan to remediate the student's behavior. If students receive an F for a second semester in the school year (does not have to be consecutive) the student status to remain at Bishop McDevitt will be reviewed. If they are allowed to remain, they will be placed on a pre-dismissal contract. Receiving a D or F for a third quarter may result in a recommendation for withdraw or expulsion.

Disciplinary Withdraw or Removal

When students are unable to meet the requirements of a pre-dismissal contract, parents may be given the opportunity to withdraw their student in lieu of expulsion (except for weapons, drugs, or serious bodily injury).

Transfer students may be placed on immediate Disciplinary Status of review or warning and will be reviewed on a case by case basis. In these cases, the student may not progress through the normal accumulation of infractions to process through the leveled discipline system. An enrollment contract may be put in place. Transfers placed on Disciplinary Probation will also be placed on a pre-dismissal contract as a condition of enrollment. This pre-dismissal contract may have stipulations more stringent than accumulation of demerits or low conduct grades

Conduct/Demerit System

Bishop McDevitt employs a demerit system to encourage adherence to policies and procedures.

- When a student commits an infraction, the staff member fills out a green infraction form and the student must sign the form. The signature serves as evidence that the student is aware that the form has been filled out by the teacher. It does not indicate agreement. Students refusing to sign a green slip waive their right to appeal the disciplinary sanction.
- The teacher will send the green infraction form to the Assistant Principal for Student Services no later than the end of the school day.
- The Assistant Principal for Student Services will review the infraction form and assign the appropriate number of demerits.
    - Repeated violations of these offenses will result in more demerits being assigned and the student will be subject to progressive discipline.
    - Serious infractions, involving disrespect, defiance, lying, etc., will incur more demerits and may also

result in contact with parents, and/or a meeting with the student/teacher/assistant principal.

- When a student receives or accumulates 3 demerits, a detention will be assigned. The student will be notified by the office as to when the detention must be served. Students will be given 24 hour notice in order to arrange transportation. Detentions will be served Tuesday, Wednesday, or Thursday from 2:55 pm until 3:45 pm. On occasion, some detentions may be offered 50 minutes before school begins by arrangement with the Assistant Principal for Student Services. Failure to report at the scheduled time will result in progressive disciplinary measures and further consequences.
- Single demerits accumulate for each quarter and reset at the beginning of the new marking period.
- Students accumulating multiple demerits for repeated minor offenses will be subject to progressive discipline.

Conduct Grade: Conduct records are kept in the Discipline Office, and all infractions reported by the teachers will be recorded in the student's discipline file.

Each quarter, students begin with a conduct grade of 100%. Each demerit results in a 1 point reduction in the conduct grade for the quarter. (Please see the section on Disciplinary Probation to see the consequences of receiving a D or F in conduct).

Specific details of detention, suspension, probation, and expulsion:

Private Detention – Teachers may elect to assign students to serve private detentions for certain offenses. These may be assigned for any length of time, and may be served in a location and time of day determined by the teacher.

General Detention – Detention will be served 50 minutes following the regular school dismissal time on Tuesday, Wednesday, and Thursday. Normally, this means from 2:55 until 3:45 p.m. Employment or extra-curriculars will not be considered excuses for not serving. Detention also takes precedence over all other school activities.

*Failure to report to an assigned detention will result in additional sanctions. Two consecutive misses, or other repeated failure to serve detention will result in Saturday detentions and/or suspension.

*Students are expected to notify their parents when they have detention. When a student has an excessive accumulation of detentions, parents will be contacted.

Students who accumulate ten (10) detentions may be assigned a one-day suspension or a Saturday detention. The second ten (10) detentions may cause up to a three-day suspension, as well as a conference with the Assistant Principal for Student Services.

The following rules apply to general detentions:

a. Students must arrive by 2:55 (or ten (10) minutes after dismissal time).
b. Be in full dress code.
c. No coats, jackets, hats, food, drink. Cell phones, music and other electronic devices are prohibited.
d. Maintain silence and be alert with heads up.
e. Schoolwork sufficient for fifty (50) minutes must be brought by students.
f. Unprepared and uncooperative students will be dismissed, and will be assigned additional penalties the following school day in the Discipline Office.

Saturday Detention

For serious infractions, failure to stay for General Detention, or a continuing accumulation of private or general detentions, the Assistant Principal for Student Services may assign Saturday detention. The school calendar includes one Saturday each month on which detention will be held from 9 a.m. until noon. There is a $20 fee for Saturday detention, which is used to compensate the moderator. These detentions are not optional in any way and may not be ignored or rescheduled. Students may spend Saturday detention doing academic assignments, a restorative justice assignment, or assisting with care of the building. The choice may be dictated by the moderator. Failure to attend a Saturday detention will result in a suspension and 10 demerits.

Suspension

Students may be suspended for an accumulation of offenses or for specific offenses (see examples above). Suspensions may be assigned in-school or out-of-school. Students may not participate in or attend any school-related function on a day of suspension. The type and length of suspension will be determined by the severity and frequency of infractions. After a suspension a parent meeting with the Assistant Principal for Student Services may be required in order for the student to return to school. Upon returning to school after a suspension the student must report to the discipline office instead of homeroom. After a suspension, students will be permitted to make up all quizzes, assignments, papers, and/or tests in a reasonable time frame determined by each individual teacher, with a minimum of two days allowed. It is the responsibility of the student to contact each individual teacher on the day of return from the suspension. Students are also required to email their teachers to stay current on their work while they are missing school. Multiple suspensions of any type in one year may warrant a recommendation for expulsion.

Diocesan Policy on Suspension

Students may be suspended from school for an accumulation of numerous minor offenses or for any serious offense (e.g., truancy, vandalism, insubordination, immorality, threats, fighting, theft, use of alcohol or drugs, etc.). Parents are to be notified orally the day a suspension is incurred and in a written communication within forty-eight hours of the suspension. Parents/guardians may be required to meet with school authorities in order for the student to be readmitted to classes. The suspension is usually to be given for a specified period of time. A suspension may be indefinite pending the school's review of a particular situation. School authorities may direct that the suspension be served in school or out of school depending upon the circumstances of the situation.

After two suspensions, a student may be expelled for any further serious infractions, or an accumulation of lesser infractions of the rules or regulations of the school. A letter stating this fact is to be sent to the parents/guardians.

Policy Revised: July 1, 2001 NCD/Bishop of Harrisburg

Pass Restriction

Students who do not sign out properly, are lacking a valid pass, do not arrive promptly at their intended destination, or otherwise demonstrate irresponsibility in traveling from one location to another may be placed on pass restriction. For a designated period of time, the student will be limited in how many times a day they can sign out. Depending on the nature of the infraction, the student's freedom to move throughout the building will be limited. The terms of the pass restriction will be explained to the student prior to starting the pass restriction. Students will receive 1 demerit the first corridor violation, with penalties increasing for subsequent violations.

Formal Conferences (Mediation between students where there is a clear victim and clear offender)

Students who have committed a serious offense may be given the option of participating in a formal conference in lieu of, more severe disciplinary measures or in addition to a standard disciplinary penalty. Participation in the conference is only possible when the offending student has admitted wrongdoing and is ready to work to repair the harm. The Formal Conference is not an investigative procedure. The Formal Conference is a gathering of: the offending student; a parent or parents; a faculty/staff moderator; other parties who have been harmed by the offending student's actions – including students and those who represent a particular group at McDevitt; a support person for the offending student; a support person for any victims. The purpose of the conference is for all parties to have a chance to discuss the behavior in question and to come up with the terms for how the offending student may repair the harm. The focus is on moving forward. After all parties have been afforded the opportunity to speak, there is a collective effort to craft an agreeable plan for moving forward, which may include sanctions for the offending student. The Formal Conference concludes if/when ALL parties are in agreement with the proposed plan. At any time during the process the offending student may opt out of the conference and choose to accept a disciplinary penalty as determined by the Administration. Regardless of the outcome, the demerits earned will be issued and will be part of the student's discipline record.

Expulsion

When all other efforts fail to correct a discipline situation, or when the infraction is severe enough to endanger others (e.g., attempting to sell illegal drugs, possession of a weapon, violence) expulsion may be decided upon by the Principal. (Note: Diocesan Policy 5114.B outlines additional actions that may result in expulsion, including criminal violations occurring outside of school, persistent truancy, incorrigible behavior and proven moral delinquency.)

Notice: It is the policy of our school to notify the school to which a student transfers if a student is expelled, or withdraws from school, and is involved with any of the following infractions, as required by law:

1. An act or offense involving weapons.
2. Sale or possession of controlled substances.
3. Willful infliction of injury to another person, or act of violence committed on school property, or while in the custody of the school.

Complete attendance and disciplinary records will be forwarded to any school requesting them.

Diocesan Policy for Expulsion

All Catholic schools in the diocese shall attempt to form young people in the ways of the Catholic faith. If a student is unwilling or unable to abide by the rules and regulations of a Catholic school in the diocese and either breaks the rules consistently or does something of a very serious nature, he/she may be expelled. The following are examples of actions that may result in expulsion:

1. Proven moral delinquency, which has a negative influence on other students.
2. Incorrigible behavior, which undermines classroom discipline.
3. Persistent truancy.
4. Deliberate violation of a school rule or regulation for which the promulgated penalty is expulsion. Promulgation requires written notification to students and parents, e.g., via Student Handbook and/or Newsletter.
5. Serious acts of violence, the possession of a weapon, the attempt to sell or supply drugs.
6. Students who have received two suspensions and engage in further serious violations or an accumulation of minor violations of the school rules and regulations.
7. Students charged with criminal violations that occur apart from school or school related activities. The Principal of the school is the one who has the authority to expel a student. If the student is a member of one of the Catholic parishes in the Diocese of Harrisburg, the Principal is to inform the student's Pastor. In all cases, the Superintendent of Schools is to be consulted before the expulsion takes place. When a student is guilty of an action that merits the punishment of expulsion, the school authorities are to arrange a meeting with parents/guardians and the student. At this time, the facts of the case are to be presented and the decision of the Principal made known to the parents/guardians who may be given the opportunity to withdraw the student from school in lieu of his/her expulsion. If the parents/guardians choose not to withdraw the student, the Principal must inform the parents in writing that the student is expelled and that they have the right to appeal this decision to a special review board. The expelled student cannot attend classes during the appeal process.

Policy Revised: July 1, 2001 NCD/Bishop of Harrisburg

Diocesan Policy for Appeal of Expulsion

Parents/guardians have the right to appeal the expulsion of their student to a special Review Board. A written notice of the expulsion shall inform the parents/guardians and the student that the decision of expulsion may be appealed to the Review Board and how the appeal is to be made. For interparochial schools, the Review Board shall consist of a committee of the Board of Education of the school. In a single parish school, the Review Board shall consist of a committee of the Board of Education. If the parish operates in one of the optional modes of governance, a committee for this purpose may be formed from the Parish Pastoral Council's Education Committee, or the Review Board may be designated in the Parent-Student Handbook. Members of the Review Board shall not have any direct involvement in the case; e.g., the Pastor, Principal, teacher, or relative of the student. The task of the Review Board is to hear both sides of the case, viz., the administration's and the student's, and to render an impartial judgment whether or not the proper procedures and policies were followed. The following points should be noted regarding an appeal of expulsion:

1. The parents/guardians have ten days from the receipt of the expulsion notice to request an appeal.
2. The request must be made in writing and is to be addressed to the Principal, who shall advise the Superintendent of Schools of the request for an appeal.

3. The hearing is to be held as soon as conveniently possible for all parties concerned.
4. The hearing is conducted for the purpose of ascertaining the facts in the case and rendering an impartial judgment that proper procedures and policy were followed.
a.Only those persons involved in some pertinent way may be present at the hearing. Legal counsel, or other support personnel are not admitted to an appeal before the Review Board.
b.The Review Board is to allow each party to present their case. The Review Board members may ask any questions they deem appropriate. The Review Board will discuss their findings in private, and come to a decision in the appeal.
c.The Review Board may determine that the Principal has followed the appropriate policies and procedures, and confirm the expulsion. The Review Board may, however, determine that the policies and procedures employed do not sustain the decision to expel the student, and recommend that the Principal rescind the expulsion. The recommendation of the
Review Board is to be communicated by the Principal to the Superintendent of Schools.
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Due Process

In the case of minor infractions and disciplinary actions (e.g., detention) the student may appeal to the Assistant Principal for Student Services only after immediately and cooperatively signing the discipline report (green slip) for the teacher. This appeal must be in writing and must be made **before** the scheduled sanction. The decision of the Assistant Principal for Student Services is final. Appeals for a single demerit must be written within 24 hours of receiving the demerit.

For more serious sanctions, such as out-of-school suspension, a case may be appealed to the Principal. The student must notify the Principal in writing of the appeal within 48 hours of the date when the disciplinary action is to be enacted (unless a disciplinary event is deemed to require immediate removal from school). The student must prepare a written statement which outlines and states the reason for the appeal. The decision of the Principal is final.

In the case of expulsion, a student may appeal the decision to the Judiciary Committee of the Board of Directors. The request for an appeal hearing must be in writing and submitted within three days of the decision. The Judiciary Committee will consider the written request and may or may not grant a formal hearing. If no hearing is granted, the case is considered to be without merit, and the appeal denied.

During an appeal over an expulsion, neither the student nor the Board will be represented by legal counsel.

General Policies and Procedures

Arrival Procedures

All students, upon arriving at school in the morning, must immediately enter the building and remain in the cafeteria until the 7:30 am bell. This applies to those students walking, riding in cars, driving cars, or riding buses. Under no circumstances may students leave the school building or loiter outside before entering. Also, no loitering is permitted in the hallways. Failure to proceed directly into the school and remain indoors will result in disciplinary action. Students who arrive by car must be dropped off at the sidewalk in front of the cafeteria and not in the parking lot or bus loop.

Auditorium

The following directions are to be observed:

a. Students will be called to and accompanied by their homeroom teacher or a substitute. The students may talk in a conversational tone going to and from the auditorium, unless other classes are in progress.
b. Students are to sit in their assigned seats with their homeroom teachers.
c. Silence and attention are required of all students during an assembly program.
d. Expression of appreciation for any program is shown by applause. Boisterous applause, whistling or calling out are inappropriate and impolite.

Backpacks

Students are permitted to use backpacks of their choice to travel to and from school. Backpacks must then be stored in a student's locker during the school day. Students may use the school-approved McD messenger bags to travel throughout the building. Books or materials that don't fit in these backpacks may be stored in lockers or carried. This is a safety and security consideration. On gym days, students may carry a small drawstring bag with their gym attire during the portion of the day that they have gym (morning or afternoon). Each student is provided an individual locker in which to store their belongings. Students requesting to wear a backpack other than the messenger bag during the school day due to a medical condition must submit appropriate documentation containing the student's medical diagnosis to the administration so that a medical support plan can be created.

Bulletin Boards

There are bulletin boards throughout the building. Clubs/groups/sports teams are encouraged to make use of the bulletin boards to communicate with the student body regarding upcoming events. Materials that clubs/groups would like to hang must be brought to an administrator and approved prior to being hung.

Bus Conduct

Please be informed concerning your home school district's expectations regarding behavior and consequences for misbehavior. Bishop McDevitt does not control these consequences, and will attempt to support each district in their policies.

Cafeteria

Students are allowed in the cafeteria only during their assigned lunches.

Eating and drinking are restricted to the cafeteria. No food or drink, with the exception of water bottles with screw-on lids containing plain water, may be taken throughout the building. Students are responsible for keeping their area of the cafeteria clean, including wiping their table after they have eaten.

Students must sign out to leave the cafeteria. Students may only visit the bathrooms in the lobby unless they have a valid pass from a teacher to go elsewhere.

Students who arrive early before school must remain in the cafeteria until 7:30 am. Students may eat but must keep the area clean.

Care of the Building and Grounds

It is the philosophy of Bishop McDevitt High School that all students participate in the care and maintenance of the school. Vandalism will be treated as a serious discipline infraction. Students who cause damage accidentally or intentionally will have to reimburse the school for the cost to fix the damage. Students who cause damage deliberately will also incur disciplinary consequences, up to and including expulsion.

Cheating/Plagiarism

Honesty and academic integrity are expected of all students. Hence, no form of cheating will be tolerated, including plagiarism, copying of homework, copying or using unauthorized aids on tests or quizzes, taking credit for another's work, distributing copies of tests, and using a smartphone or smart watch during an assessment. Students will be held accountable if they cooperate or assist others in any form of cheating. A student caught cheating or assisting in cheating may receive a zero for the work involved at the teacher's discretion as well as the corresponding discipline outlined in the student handbook. Repeated offenses will be referred to the Assistant Principal for disciplinary consequences. Repeated offenses could result in suspension and/or dismissal. Compromising the integrity of an assessment (IE by taking a picture and distributing it) is considered a serious academic integrity violation (Level 2).

Plagiarism is defined as the following: intentionally representing work, writings, or ideas of others as your own. This includes, but is not limited to, copying, rewording, and paraphrasing information from printed sources, electronic sources, or other student work. In the case of copyrighted work this is illegal without proper citation, and in all cases

is a serious breach of academic integrity and a moral offense that will result in a lowered grade and disciplinary consequences.

With the increase in technology, students must be careful that their collaboration does not cross over into cheating. Students must ascertain very clearly how much work must be their exclusive work and how much they may work together (IE using Google drive). If there is any doubt, students must consult with the teacher. Students who turn in work that is too similar to another student's work will be considered to have plagiarized.

With the growth of generative AI, it is essential that students check with teachers about what use of AI is permitted. For instance, using generative AI (for example, ChatGPT) to generate ideas for a paper may be permitted; prompting AI to write the paper would not be permitted.

All writing assignments to be turned in must be completed in Google Docs, with a version history that supports the fact that the student wrote the assignment over time.

Compromising the integrity of a midterm or final exam is a very serious infraction that may result in expulsion.

Communication

The school communicates with families through various means, most commonly email, text, and phone blasts, the calendar on the school website, the parent portal, and email newsletters. Parents are encouraged to communicate with teachers and administration. If there is a concern with teacher/coach, resolution should be sought directly with that individual before involving that person's supervisor or the administration. If satisfactory resolution is not reached, parents should contact the department chair/athletic director as applicable, followed by the administration when necessary.

Contraband Items

There are many items which are inappropriate for school and may not be brought into the building and will be confiscated. They include, but are not limited to: alcohol, lighters, matches, laser pointers, glass bottles, toys of any kind, any type of tobacco products (including e-cigarettes, vape pens, hookah pens, nicotine pouches, etc), any type of weapon, illegal drugs, and all electronic devices, except as requested by teachers. Lookalike weapons or toy weapons (IE water guns, gel guns, etc.) are not permitted. Caffeine pouches are not permitted because they look identical to forbidden nicotine pouches. Smart glasses are not permitted. None of these items are needed for school. If seen, they will be confiscated, and disciplinary consequences may be issued. Headphones are permitted for computer use only. They may not be worn in the hallway once school has begun (IE 7:50 am). They may be worn during study hall, lunch, or homeroom (after announcements) for use with a computer.

Corridors/Travel Throughout the Building

Corridors must be empty at the three-minute late bell for each period. Loitering about the corridors during class periods or during class changes is not permitted. Any student leaving a class must sign out (using the electronic pass system and/or paper if the electronic system is not available) and have a valid pass. When using one of the lanyard hall passes, the lanyards must be worn. There may be no loud, boisterous conduct in the corridors at any time. Students are expected to go directly to the destination for which they signed out. Students who do not properly sign-out, who do not have a valid pass, or who are not in their intended location may be put on Pass Restriction (see discipline section).

Custody

Parent should notify the Main Office at the time of any change in the custody of their student. The sending of dual records may be requested of the school in the case of joint custody upon presentation of the appropriate legal

documentation. In the absence of a court order to the contrary, non-custodial parents do have access to academic records, as granted by the Buckley Amendment. If there is a court order specifying that there is to be no information given, it is the custodial parent's responsibility to provide the school with a court-certified copy of the court order.

Dances and Socials

All dances and socials sponsored by Bishop McDevitt High School or its affiliated organizations are considered part of the educational program and governed by the following regulations:

1. They must be chaperoned by adults.
2. They must be characterized by gentlemanly and ladylike conduct.
3. Unrefined, vulgar dancing is not tolerated. Specifically no back-to-front dancing is permitted.
4. Type of dress for various dances will be announced prior to each dance. All dress must be modest. Students who are dressed inappropriately will not be allowed in to the dance. Please see the Assistant Principal for Student Services **before** the night of the dance if you have **any** questions about what might not be appropriate. Students who dress inappropriately for a dance may forfeit the opportunity to attend the next dance.
5. Guests from other schools are permitted if the following conditions are met: a) The Bishop McDevitt student accompanying the guest must fill out a guest permission dance form and the form must be signed by the student's administrator; b) The guest's ticket must be purchased in advance; c) The student must be a current high school student; d) The guest must bring a photo ID.
6. Attendance at dances is a privilege. Unacceptable dress, language, or any other behavior may result in students being asked to leave.
7. Once a student leaves the building, reentry to the dance will NOT be permitted.

Prom

The school hosts an annual formal prom for juniors and seniors. Each McDevitt junior and senior may purchase a ticket for themselves and, if they are bringing a sophomore date or friend of the opposite sex from another school, they may purchase a ticket for them upon submission of a guest form (if from another school). They may also buy single tickets. Freshmen are not eligible. ***Students who have an unpaid tuition balance (IE their tuition is not current) may not purchase a prom ticket or attend prom.** Admission to the prom will require conformity with a dress code to be provided in advance. Students or guests who are denied admission or need to be sent home will not receive a refund. Juniors and seniors do not report to school on the day of prom. Sophomores who are attending may be dismissed at noon, by following normal early dismissal procedures.

Dismissal

At dismissal, students must gather their belongings and either leave the building or report to their designated, supervised area if they have an after-school activity. The gate in the academic wing is lowered as early as 4 pm. Students are welcome to arrange to see teachers after school. Students are not permitted to be present on campus outside of school hours unless supervised by a staff member.

Dress Code

Student dress must be modest, neat, businesslike, and designed not to attract undue attention. All students must be in full uniform from the first day of school. The uniform does not include outdoor items (IE coats, fleeces, hats) except for the approved, embroidered navy/gray McD fleece. At times, a dress-down or dress-up day will occur. Dress-down and dress-up are privileges that will be lost if students do not follow the guidelines outlined in this handbook.

General Guidelines (ALL students)

a. Socks must be worn at all times.
b. Hats or any type of hair coverings are not to be worn indoors by males or females. Exceptions may be made for

items required by for religious reasons.

c. Sunglasses may not be worn indoors (even on top of the head). In general, elaborate or bizarre accessories or adornments may not be worn (e.g. hats, gloves, excessive jewelry).
d. Temporary or permanent tattoos must be covered at all times by school uniform clothing.
e. Hair must be neatly combed and groomed at all times; spiked styles are not acceptable. Shaven configurations, mohawks, haircuts, hairspray or hair coloring (that is not a natural hair color) that may be viewed as bizarre or attention-getting are not acceptable. Girls are permitted to use barrettes or ribbons, but bandanas are not acceptable. Hairstyles for boys and girls should not cover the eyes (eyes must be visible). Hair should be neat and businesslike at all times.
    a. Final determination of hair-style appropriateness will be made by the Administration. Students judged to be in violation will be sent home. Refusal to immediately make the directed changes will result in suspension from school.
f. All males must be completely clean-shaven at all times. Students will be permitted a moustache only, provided it is neatly trimmed and extends only to the mouth corners. Sideburns may not extend below the bottom of the ears. Violators must shave immediately with a razor sold to them for personal, one-time use.
g. Excessive jewelry is unacceptable, including multiple ear piercings, excessive necklaces, bracelets or rings.
h. Girls may wear jewelry in ear piercings only. Rings or ornaments in any other body piercing are not acceptable. Boys are not permitted to wear earrings. Nose piercings are not permitted. No exceptions will be made for newly-pierced healing during the school year. This includes bandages. Students ARE permitted to use small, clear plastic spacers to hold piercings open.
i. All missing buttons must immediately be replaced in the office by the student.
j. Writing or drawing on clothing or on the body is inappropriate.
k. Any clothing, ornamentation, or grooming which appears to represent an expression of any philosophy in conflict with the philosophy of Bishop McDevitt are strictly forbidden.
l. No lettered or pictured T-shirts may be worn as undershirts, and sleeves may not protrude beyond the sleeve of the uniform shirt. If the white uniform shirt is worn, a plain white T-shirt is the only undershirt permitted (IE no colored shirts under white Oxford shirt, and no logos).
m. No tearing or cutting of any part of the uniform is permitted. This includes the seams at the bottom of the trousers and the shirt pockets.

The Administration may need to clarify or redefine the appropriateness of some portion of the student dress code before the year ends. Clarifications will be communicated to students, teachers, and parents as it becomes necessary.

Exceptions to some portions of the dress code are occasionally requested by students for medical reasons. These requests must be accompanied by a note from a parent and, if needed for more than a few days, by a note from the doctor requesting the exception. The request will not automatically be granted. For some items a doctor's note is absolutely required, and the note must be for a specified time period (not open-ended).

If any student has doubts about the acceptability of any particular item it would be advisable to bring rather than wear it to school to have it checked in the office first.

Noncompliance with dress code regulations will result in demerits being assigned, and the need to correct the problem immediately. Neckties, shoes, shaving equipment, and a few other clothing items may be available to students so that they miss as little class as possible. They must be used when offered. Students will receive a demerit for the dress code infraction. Students who do not return borrowed items will have to pay to replace them.

FOR GIRLS:

a. A navy and white plaid kilt or box-pleated skirt or a solid navy kilt purchased from Flynn & O'Hara; or navy blue or tan pants purchased from Flynn & O'Hara. If the skirt is worn, the skirt must be no higher than 2" above the top of the knee. Skirts must not be rolled. Pants must be hemmed to the top of the shoes. Beginning in 2024-2025, the skort takes the place of the skirt and kilt for 9th graders. The skort must be worn with the attached shorts intact.
b. A white or light blue oxford cloth shirt with the McD monogram on the collar as provided by Flynn & O'Hara. The shirt may be either short- or long-sleeved. Only the top button may be unbuttoned and shirts must be worn tucked in at the waist, not folded under. Therefore, shirttails should never be seen. *On Fridays (or Thursday if Friday is a day

off), the school polo may be worn. Polos are not required to be tucked in.

c. If girls choose to wear a sweater (or blazer) it must be the uniform sweater (or blazer) provided by the uniform company. Sweaters must be either navy blue, white or tan. Blazers must be navy blue. Sweaters must have the McD logo embroidered on the front and blazers must have the school seal on the front. A navy or gray McD fleece, available in the bookstore, may be worn over the regular uniform.

d. Plain navy or white socks, or navy or white tights must be worn with the kilts/skirts, and socks must be worn with pants.

e. The uniform shoe shall be an Eastland brown tie Oxford shoe as provided by Flynn & O'Hara. Laces must match the shoes.

FOR BOYS

a. Navy blue or tan pants purchased from Flynn & O'Hara.
Trousers must be worn at the waist, not drooping. No chains or straps may dangle from belts or pockets.

b. White or light blue oxford cloth shirt in either long- or short-sleeves with the McD logo embroidered on the pocket (and purchased from Flynn & O'Hara) must be worn buttoned to the top button and worn with a tie (available from Flynn & O'Hara) knotted to the top button. Flynn & O'Hara bow ties are also acceptable. Shirts must be worn tucked in at the waist, and buttoned at the cuffs. Shirt-tails must not be folded under, and should not be seen. *On Fridays (or Thursday if Friday is a day off), the school polo may be worn. Polos are not required to be tucked in.

c. If a sweater (or blazer) is worn, it must be purchased from Flynn & O'Hara and have the McD logo (or school seal) embroidered on the front. A navy or gray McD fleece, available in the bookstore, may be worn **over** the regular uniform.

d. Socks must be worn and must be visible.

e. The uniform shoe shall be an Eastland brown tie Oxford shoe as provided by Flynn & O'Hara. Laces must match the shoes.

SENIOR DRESS CODE PRIVILEGES

Seniors may choose to wear a navy or white McD polo as provided by Flynn and O'Hara in place of the uniform shirt on any day except schoolwide mass days. On mass days, the button-up Oxford (and tie for boys) must be worn.

REGULAR DRESS DOWN DAYS

1. Loose-fitting jeans or sweatpants. Jeans cannot have holes (no skin should be visible)**.** If skin-tight pants are worn, the shirt/sweatshirt/sweater should reach mid-thigh.
2. Shorts can be worn (before Thanksgiving and after Easter), but shorts, skirts or skorts must be no more than three (3) inches above the knee.
3. No clothes promoting alcohol, drugs or ideas or products contrary to McDevitt's policies and philosophies may be worn.
4. No torn, cut or ripped clothing may be worn, unless a layer is worn underneath (IE leggings under ripped jeans).
5. No muscle shirts, strapless tops, halter tops, thin (spaghetti) strapped tops or tops that show the midriff. Necklines must be modest.
6. No hats may be worn at any time in the building.
7. Rules on shaving and piercings remain in effect on dress down days.

DRESS UP DAYS

1. Male students – dress shirt, tie, dress slacks, dress shoes, dress socks, dress jacket or sweater.
2. Female students – Skirt and dress blouse or dress, stockings, dress shoes, dress slacks and sweater. Dress skirts and dresses may be no more than three (3) inches above the knee**.** Modesty should be the guiding principle.

Spirit Days

Spirit Days are a chance for each recognized group in the school (sports teams, clubs, and co-curricular activities) to be recognized. On the Spirit Day, the group may dress in a way that identifies them; this could be a team jersey, a club T-shirt, or another form of united dress. Regular dress-down rules apply. The student leader from each group must request the date for the Spirit Day no less than 48 hours in advance from Mrs. Reider, so that permission can be granted and it can be added to the calendar. Permission will not be granted on Mass days, nor on exam days.

Drugs/Alcohol/Controlled Substances

The use or possession of alcoholic beverages, drugs, cannabinoids, or controlled dangerous substances in any manner on school property at any time, or on any occasion, or at any school-sponsored activity, is strictly forbidden and may incur suspension (3-day minimum), probation, expulsion and/or arrest. This includes prescription drugs such as narcotics and psychotropic medications. (If a student has a prescription for these medications to be taken during school hours, they must be stored with and monitored by the school nurse.) When students are found to possess or be under the influence of alcohol or drugs, a $150 fine will also be incurred.

The administration reserves the right to require a student to pass a medical drug test if there is a clear reason to suspect drug use. In this case, the student may be required to submit to such a test at his/her own expense to be eligible for continued attendance at the school. Indicators that a student may be under the influence include physical or physiological symptoms, such as unsteady walk, dilated pupils, slurred speech, and erratic or uncharacteristic emotional reactions.

If a student is permitted to remain at McDevitt after an incident involving drugs/alcohol/controlled substances, a referral will automatically be made to the Student Assistance Program. This also involves professional assessment and follow-up treatment recommendations being mandatory, along with parent interviews. If treatment is not recommended, educational programs will be required if the student is permitted to remain at McDevitt.

Students appearing at school functions or activities after the use of alcohol or drugs will be subject to disciplinary action by the school and may also face possible legal consequences.

If information regarding off-property drug or alcohol use is communicated to school personnel, attempts will be made to help parents and law enforcement officials deal with it.

We fully expect all families to support and act in accordance with both McDevitt's philosophy and the laws of Pennsylvania in regards to drugs and alcohol. Sponsorship, advertising, or in any way condoning these illegal activities on the part of family members may result in expulsion of the student from McDevitt.

Students caught selling or providing drugs will face legal sanctions as well as expulsion from McDevitt.

Students who freely disclose difficulties with these substances to their school counselor or SAP team member at a time when they are not facing disciplinary investigation will be handled through a counseling protocol and will not be subject to school discipline, unless they are in possession or under the influence at the time.

In recognition of the fact that this policy does not cover all possible situations where a student may be faced with a drug and alcohol issue, the faculty, staff and administration reserves the right to offer counseling and guidance whenever a student is deemed to be in need of such services and support.

Early Dismissal for School Activities

On occasion, groups of students must be dismissed from classes early for field trips, activities, or sports. Individual students may also have early dismissals for essential appointments. All students in these circumstances must be conscious of the need to exit the building quickly and quietly. Trips to lockers or lavatories must not disrupt any classes, and no loitering anywhere in the building will be tolerated. Groups of dismissed students (e.g. – sports, trips) must be confined to the areas of the building assigned by the coach or moderator.

Emergency Cards

All families must return the Beginning of Year forms sent out through Rediker. Please make any corrections and return the electronic forms during the first week of school. During the year, please send any changes to the office as

soon as they occur. The parents/guardians listed on the forms, and the individuals identified as emergency contacts will be considered the acceptable contacts between the school and home. Adult signatures and ID are required in order to be able to pick a student up from school.

Fighting

No hostile physical contact between students is acceptable, and none will be tolerated. In cases of fighting, the following procedures will be followed:

a. All parties involved will be removed to separate areas.
b. Physical exertion by faculty members will not be used unless mandated by students' failure to follow verbal directions.
c. Parents will be contacted immediately and all those involved in the actual fighting will be sent home to begin suspension.
d. All those involved in the fighting will be subject to immediate suspensions with the possibility of expulsion.

Instances where fighting is premeditated for any reason where students invite or pre-plan to physically engage (i.e,. Fight clubs, preplanned physical altercation), may result in immediate dismissal from Bishop McDevitt High School.

Fighting is not to be confused with Assault and Battery, which is a criminal offense. Should a student be assaulted without provocation or apparent reason, and where no history of past disagreements is apparent, criminal liability may occur. In such instances, the parents of the victim(s) may pursue criminal charges by filing a formal complaint with the police authorities.

Harassment and Bullying

Since moral Christian behavior is expected of our students, it is obvious that we cannot tolerate any sort of communication (written, verbal, non-verbal) that is inappropriate for a Christian. In accordance with our philosophy on page 6, bullying, sexual harassment, intimidation, racial slurs, put-downs and expressions of prejudice are extremely out of place in our school. When these things are known to the school authorities, they will be dealt with as discipline infractions. We will make use of the Diocesan policy for suspension and expulsion, and legal charges may be brought.

Bullying (Sources: www.StopBullying.gov)

Bishop McDevitt High takes bullying very seriously and encourage students, parents and staff to report it **immediately** to an administrator, school counselor or any district employee with whom they feel comfortable and/or safe.

The term *bullying* is often used in the media, on TV shows and movies, in schools and in conversations among both adults and children. It is a problem and cause for concern but may not be as widespread as many think because the term "bullying" is often used as an umbrella to describe single instances of mean behavior- from a rude comment to a conflict between two people to a one-time physical altercation.

According to Stop Bullying.gov, in order to be considered bullying, the behavior must be aggressive and include:

- **An Imbalance of Power:** Kids who bully use their power—such as physical strength, access to embarrassing information, or popularity—to control or harm others. Power imbalances can change over time and in different situations, even if they involve the same people.
- **Repetition:** Bullying behaviors happen more than once or have the high potential to happen **more than once**.

Bullying includes actions such as making threats, spreading rumors, attacking someone physically or verbally, and excluding someone from a group for a purpose.

Cyberbullying is bullying that takes place over digital devices like cell phones, computers, and tablets. Cyberbullying can occur through SMS, Text, and apps, or online in social media, forums, or gaming where people can view, participate in, or share content.

Cyberbullying includes sending, posting, or sharing negative, harmful, false, or mean content about someone else. It can include sharing personal or private information about someone else causing embarrassment or humiliation. Some cyberbullying crosses the line into unlawful or criminal behavior.

The most common places where cyberbullying occurs are:

- Social Media, such as Facebook, Instagram, Snapchat, and Twitter
- SMS (Short Message Service) also known as text messages sent through devices
- Instant Message (via devices, email provider services, apps, and social media messaging features)
- Email

Diocesan Policy on Harassment, Bullying, and Cyberbullying

The Diocese of Harrisburg affirms the inherent value of every individual and upholds the respect due to each because of his or her uniqueness as a child of God; therefore, the Diocese is committed to providing for its students an educational environment that is free from physical, psychological, sexual or verbal harassment. The Diocese prohibits any form of harassment, including bullying or cyber bullying of or by students, on or off the school campus. Bullying shall mean unwelcome verbal, written or physical conduct directed at a student by another student that has the intent of or effect of:

1. Physically, emotionally or mentally harming a student;
2. Damaging, extorting or taking a student's personal property;
3. Placing a student in reasonable fear of physical, emotional or mental harm;
4. Placing a student in reasonable fear of damage to or loss of personal property; or
5. Creating an intimidating or hostile environment that substantially interferes with a student's educational opportunities.

Cyber bullying includes, but is not limited to, the following misuses of technology: harassing, teasing, intimidating, threatening, or terrorizing another student, teacher or employee of the school by sending or posting inappropriate or derogatory email messages, instant messages, text messages, digital pictures or images, or Web site postings (including blogs). All forms of cyber bullying are unacceptable and offenders shall be subject to appropriate discipline as noted in this policy. Any student who experiences some form of harassment or bullying should report it to the school administration. Prompt investigation of allegations of harassment or bullying will be made on a confidential basis by the most immediate administrative authority not accused of or involved with the allegation to ascertain the veracity of complaints. Any student who engages in harassment or bullying is subject to discipline, up to and including expulsion, depending on the seriousness of the offensive conduct. Every elementary and secondary school shall promulgate this policy to all concerned to make it clearly understood that harassment of any form is inconsistent with our mission of Catholic education.

Policy Revised: July 1, 2009 KCR/Bishop of Harrisburg

Diocesan Policy on Sexual Harassment

The Diocese of Harrisburg prohibits any form of sexual harassment of or by employers, employees, volunteers or students. Sexual harassment is defined as: 1) threatening to impose adverse employment, academic, disciplinary or other sanctions on a person unless sexual favors are given; 2) promising favorable benefits for sexual favors; 3) conduct or suggestions of a sexual nature which would be offensive to a reasonable person. Sexual harassment includes, but is not limited to, the following behaviors:

1. Derogatory verbal comments such as epithets, jokes, slurs or unwanted sexual advances;
2. Displaying lewd visuals such as posters, photographs, cartoons, drawings or gestures including derogatory and/or sexually-oriented materials;
3. Unwanted physical contact or sexual overtures which unreasonably interferes with an individual's work or academic performance or which creates an intimidating, hostile or offensive working or academic environment;
4. Threats and demands to submit either to sexual requests as a condition of continued employment, grades, other benefits, etc. or to avoid some other loss and offer of benefits in return for sexual favors;
5. Retaliation for having reported or threatened to report sexual harassment. Any student who experiences some form of sexual harassment should report it to the school administration. Prompt investigation of

allegations of sexual harassment will be made on a confidential basis by the most immediate administrative authority not involved with the allegation to ascertain the veracity of complaints. Any student who engages in sexual harassment is subject to discipline, up to and including expulsion, depending on the seriousness of the offensive conduct. Any student who engages in sexual harassment may also be subject to legal proceedings. Every elementary and secondary school shall promulgate this policy to all concerned to make it clearly understood that sexual harassment will not be tolerated.
Policy Adopted: January 12, 1996 NCD/Bishop of Harrisburg

IDs

Each student will receive a photo student ID with a barcode. IDs may be worn on a lanyard around the neck and are used to purchase lunch. The first ID is free; replacement IDs must be paid for.

Lockers

Each student is assigned a locker for his/her exclusive use during the school year. Students are not permitted to use any locker other than the one assigned to them. Lockers may not be shared or swapped. Students are expected to keep their lockers locked at all times. It is strongly recommended that students not keep valuables in their lockers or bring them to school. Lockers remain the property of the school. Items in poor taste are not allowed to be displayed on or inside of lockers. Lock combinations should be kept confidential. The school is not responsible for lost or stolen items. It is the responsibility of each student to keep his/her locker free from graffiti and stickers. If a student finds graffiti on his/her locker, the student has an obligation to clean it off, report it to the Assistant Principal, or report who put it there.
School officials have the right to make periodic checks of lockers for the general welfare of the school. School officials may search any locker for reasonable cause at any time. Students who rig their locker so that it does not lock will receive a demerit.

Malfunctioning lockers must be reported at the Attendance Office in order to have repairs made or for locker re-assignment.

Lockers are available in the gym locker room for use only during gym class. Students are strongly encouraged to lock their belongings in a locker while they are at gym. Locks may not be left on lockers after gym to accommodate other students who also need to use the locker. The school is not responsible for lost or stolen items in the gym locker room. Students are strongly advised not to leave valuables into the locker room.

Marriage

The general policy of the Diocese of Harrisburg is that students who attend our schools should be unmarried.

Parking

Students may drive to school and park in the student lot after having filled out the appropriate form and registered with the attendance office. The cost of a parking permit is $20.
All student vehicles must display a school-issued hang tag and must be parked in their assigned spot. Hang tags are issued when a student turns in a completed registration form signed by student and parent, as well as copies of car registration, insurance card, and student license.
Students are expected to drive safely and courteously. All traffic signs must be obeyed. Loitering in the parking lot is not allowed. Failure to follow these procedures may result in the parking privilege being revoked. Students who park in the parking lot without a current hangtag, or parked in another student's spot, are subject to disciplinary action, beginning with a detention, and increasing for subsequent violations.
At times each year the local police bring the drug dogs through the school. The dogs may also search the parking lot. Parking in the lot indicates agreement to have the vehicle searched should it be deemed likely to have contraband within. If a vehicle is to be searched, the student will be called to unlock the vehicle.
Students who park in the parking lot without permission (IE without registering and receiving a tag) will incur a fine

of $10 the first time and $25 the second and subsequent times. Cars parked without permission may be towed.

Pictures

Students have the opportunity to have a school photo taken each fall. These pictures are used for school IDs. No purchase is required in order to have the ID photo taken, although packages are available for purchase.

Throughout the year, authorized agents of the school may take pictures and videos of students throughout the building, grounds, and in extra-curricular activities. The school reserves the right to use these pictures for internal publications, school promotional materials, advertisements/commercials, or for media release for student awards, for an indefinite period of time. If a parent does not want his/her child's picture to be used, the parent must advise the school office in writing.

Records

Parents and students over the age of 14 have the right to view their official records. Requests must be submitted in writing, and a minimum 72-hour notice is required.

Restricted Areas

Students must be under the supervision of a teacher or staff member at all times. Certain areas –the faculty work rooms, the faculty dining room, all offices and all custodial rooms – are out of bounds for students at all times. Students should be aware that the electronic gates in the building are lowered as early as 4 pm; therefore, students should retrieve any needed items from lockers before that time. Students who arrive early in the morning must remain in the cafeteria until the 7:30 a.m. bell unless they have a pass from a teacher to report to that teacher's room.

Security/Safe2Say

The safety of our students and staff is a top priority. Safety plans are comprehensive and reviewed on an ongoing basis. We greatly value the input of our students and parents, and rely on them to communicate any concerns about school safety to the administration as soon as they occur.

The school utilizes video surveillance in key areas of the building and property. Visitors should assume they are being recorded. All visitors must enter through the office. We encourage parents and community members to volunteer; all volunteers undergo background checks and receive clearance from the diocese prior to working with our students.

Bishop McDevitt has a good working relationship with the Lower Paxton Police Department. Officers periodically walk through the building so that they are familiar with the layout in the event of an emergency.

Bishop McDevitt participates in the Safe2Say anonymous reporting system. Safe2Say allows students, parents, or community members who have a security concern, either for a student or for the school, to enter whatever information they have into the Safe2Say app or website: *https://www.safe2saypa.org/* . That information is then forwarded to the Safe2Say team at Bishop McDevitt so that appropriate action can be taken. If there is a situation where someone's life is at risk, Safe2Say will also notify law enforcement, if appropriate. We strongly urge the use of this system. Reports are anonymous and confidential. The safe2say system does not disclose the identity of anonymous reporters to Bishop McDevitt; however, deliberate false reports may be investigated by the Attorney General's office.

Smoking/Tobacco

Smoking is forbidden at all times in school, on school property, and at school activities. Possession of any tobacco or nicotine products is also forbidden at all times on school property, and will incur the same penalty as smoking. Possession of or use of a vape pen/e-cigarette/nicotine pouch will be dealt with the same as cigarettes or other forms of tobacco. Any nicotine or tobacco violation will result in an out-of-school suspension, a $50 fine, and the completion of an educational program. All McDevitt property is a non-smoking facility at all times for all persons. Any tobacco or nicotine products or hookah pens/e-cigarettes, etc. that are discovered will be confiscated and not returned. A student who voluntarily remains in close proximity to students smoking or vaping incurs the same penalty.

Student Searches

School officials will exercise their right and duty as administrators of a private, religious school to search the possessions of students if they have reasonable suspicion to believe the student may be in possession of any form of contraband, or that the student has violated or is violating either the law or school regulations. Enrollment in the school implies student and parental consent for such searches without notice. These include searches of lockers, purses, book bags, books, pockets, socks, shoes, cell/video phones, vehicles, etc. During a search, students may be asked to empty pockets, and a security wand may be used to check a student for contraband. As the school is private property, such searches may be necessary to protect the health and safety of the school community. Any student who refuses to cooperate with such a search may be subject to dismissal.

Cell Phones/Cellular Devices

Cell phones are allowed at Bishop McDevitt High School subject to the following Rules and Regulations. Carrying a cell phone on campus is a privilege, not a right.

Use of Devices on School Grounds

Students may use cell phones before the school day begins (at 7:50) and after 2:45 as long as they do not create a distraction or disruption. Use of cell phones during the school day is prohibited, and they must be kept in a secure inaccessible location such as a locker, in a small purse, or messenger bag. Cell phones may not be visibly carried. They must be kept on silent and kept out of sight upon entering homeroom, or upon hearing the late bell at 7:50, whichever comes first.

Specific Prohibitions (This list is not intended to be all- inclusive.)

Cell phones may not be used to:

- Text or make or receive phone calls (without express permission from staff)
- Take pictures/video of other students without consent from staff and students
- Take pictures/video of staff without explicit prior consent.
- Promote bullying, violence, or the invasion of another student's privacy.
- Engage in scholastic dishonesty, cheating, etc.
- In place of wristwatches or calculators.

Apple watches or similar devices may not be used during the school day and must remain out of sight, or face confiscation and penalties, just as a cell phone.

No audible noise from headphones/cell phones is permitted during the day. Airpods/headphones may only be used during study hall, homeroom (after announcements) and lunch, and they should be connected to Chromebooks, not mobile devices or phones.

Use of Devices on Buses

Cell phone usage by students while riding to and from school on the bus, or on the bus during school-sponsored activities is at the discretion of the bus driver. Distracting behavior that creates an unsafe environment will not be tolerated.

Parent Phone Contact with Students

There is a phone available in the office for students to contact parents should they need to arrange rides, etc. **It is vital for student safety that any calls for a student to be picked up originate with the school staff, and not the student.** Parents must use the various office numbers, and may not communicate with students via cell phones during the school day. Parents wishing to communicate with the school should dial 717-236-7973.

Cell Phone Violations

It is the students' responsibility to ensure that their cell phones are turned off and out of sight during unauthorized times.

Penalties

***First Violation*:** Confiscation of phone until the end of the school day is required prior to the phone being returned to the student. The student shall receive 1 detention.

***Second Violation*:** Confiscation of phone until the end of the school day is required prior to the phone being returned

to the student. In addition, there will be 1 detention assigned.
Third Violation: Confiscation of phone until the end of the school day. In addition, there will be 1 detention assigned. ***Parents may also be required to come pick up the phone. Students will have to place cell phone in their locker from bell to bell for a period determined by administration.***

Repeated additional violations will result in an individual student campus ban for the remainder of the year.

Notwithstanding any of the above penalties, any student found to be using a cell phone or other communication device for obscene, provocative or sexual purposes shall be subject to immediate suspension, expulsion and/or legal sanctions.

Responsibility

Students shall be personally and solely responsible for the security of their cell phones. Bishop McDevitt High School shall not assume responsibility for theft, loss, or damage of a cell phone, or unauthorized calls made on a cell phone. The school is not responsible for damage to confiscated cell phones.

Diocese of Harrisburg Catholic Schools Cell Phone and Personal Electronic Device Policy July 2026

Purpose and Rationale

Catholic education is ordered toward the integral formation of the human person, within a community rooted in the Gospel. Use of cell phones and personal electronic devices during the school day often disrupts learning, diminishes interpersonal relationships, can undermine the development of virtue, discipline, and attentiveness and facilitates exposure to social media content that can be harmful to our students. Therefore, a policy limiting student access to cell phones and personal electronic devices will support student well-being, minimize distractions and facilitate a safe, positive learning environment. This policy promotes respectful community life and safeguards the well-being of students in our Diocesan Catholic schools while cultivating:

- Respectful face-to-face communication
- Attentiveness to learning and prayer
- Responsible stewardship of technology
- Habits of self-discipline and moderation

Accordingly, this policy establishes clear expectations regarding the possession and use of cell phones and personal electronic devices by students during the school day.

General Policy

While students may bring a personal electronic device to school, during the school day, bell-to-bell, students are prohibited from using cell phones or personal electronic devices as follows:

- Devices must be powered off (not on silent or vibrate) and stored in accordance with school procedures.
- Cell phones and personal electronic devices (e.g. smart watches, earbuds) may not be used at any time during the school day unless explicit permission is granted by school administration.
- This policy does **not** apply to school-issued technology (e.g. Chromebooks, tablets, laptop computers) used for instructional purposes under faculty supervision.
- Personal electronic devices/cell phones will be stored for the duration of the school day or until students otherwise leave the school grounds.

Scope

This policy applies to all students enrolled in all grade levels at diocesan Catholic schools during the entire school day including all classes, school activities, liturgies, communal prayer, assemblies,

lunch and recess periods and any other school-supervised activity unless otherwise specified. Individual schools may not adopt policies that are less restrictive than this diocesan policy but may implement additional restrictions consistent with diocesan guidance.

Definitions

- Cell Phone: Any personal mobile device capable of voice communication, text messaging, internet access, photography, or video recording.
- Personal Electronic Device: Includes, but is not limited to, smartwatches, tablets, gaming devices, earbuds, or any device capable of digital communication or media use.
- School Day: The period beginning upon a student's arrival on campus and ending at dismissal, including transitions, lunch periods, and study halls.

Exceptions

The following limited exceptions may be permitted at the discretion of the president, principal or designee:

- Medical or Student Support Needs: Students with documented medical conditions or support plans (e.g. Instructional Support Plan, Medical Support Plan) requiring device access may be granted written exemptions.
- Emergency Situations: In the event of an emergency, school administrators may authorize temporary use of cell phones under staff supervision.
- Administrative Discretion: The president and principal or designee may, at their discretion, allow temporary and limited cell phone use, as particular circumstances may require.
- The school and diocese are not responsible for lost, stolen, or damaged personal devices brought onto campus.

Parent and Guardian Communication

Parents and guardians are expected to support this policy by ensuring students understand and comply with device restrictions and communicating with students through school offices during the school day.

Water

There are water bottle filling stations and drinking fountains throughout the building for student use. To encourage proper hydration and to allow students to stay in class as much as possible, students are permitted to carry a plastic or metal water bottle with a screw-on lid. Glass bottles are not permitted. Only plain water may be in the bottles to assist in keeping the building clean. Students should fill their water bottles before school, during passing (if they have time), and at lunch, not during class. Students are expected to dispose of empty bottles properly in the recycling receptacles. Should there be a suspicion that something other than water is in a bottle, the administration reserves the right to examine any bottles/substances in the bottles.

Weapons/Serious Threats

Any student found to be in possession of a weapon on school property or at any school-related function will be suspended out of school pending expulsion proceedings. The student may also be subject to immediate arrest by the local law enforcement officials. The school administration reserves the right to define "weapon" in the case of objects other than the obvious guns and knives. Unloaded guns, replicas, and objects used in a threatening manner may all fall into this category.

Diocesan Policy on Weapons or Threats of Violence

The possession of any weapon on school property or at any school-related activity is to be reported immediately to law enforcement officials. Any student in possession of a weapon will be immediately suspended from the school. If, in the judgment of the Principal, there are no extenuating circumstances, the student shall be expelled from the school. The Principal reserves the right to define "weapon" in the case of objects other than the obvious

guns and knives. Unloaded guns, replicas, and objects used in a threatening manner may all fall into this category. The Principal is to inform the Superintendent of Schools if anyone is accused of possessing a weapon. A threat to inflict violence on another person shall be investigated immediately by school authorities. If a threat is determined to be credible, the student(s) involved may be suspended and law enforcement officials notified. Students making threats against others may be required to have a professional evaluation before they are permitted to return to class. If the assessment by school authorities and the professional evaluation indicate that a student poses a threat to him/her self, or to others, or requires support beyond what the school is able to provide, the student may be asked to withdraw from the school. In a serious situation, students who are considered to pose such a threat to themselves or others may be expelled.
Policy Revised: July 1, 2001 NCD/Bishop of Harrisburg

Working Papers/Work Permit

Student obtain working papers from their local public school. Some districts manage this at the high school, while others do so at their administration building.

ACCEPTABLE USE POLICY

(INTERNET AND OTHER COMPUTER RESOURCES)

Purpose: Computers are a valuable tool for education at Bishop McDevitt High School; the faculty/staff encourage the proper use of computer-related technology, including the Internet. Students and all users of computer technology have a responsibility to use these tools properly and in accordance with the policy below.

Goals:

- To provide electronic tools to help students and teachers develop the ability to evaluate and synthesize information from a range of sources and enable them to work effectively with various computer/communication technology.
- To encourage critical thinking and problem-solving skills that will be needed in this increasingly electronic and global society.
- All students, in their freshman year, will be required to successfully complete a technology class in which the curriculum will include online behavior/cyber bullying/Web 2.0 technologies.

Responsibilities of User:

Christian morality obliges each person to use all things in ways that are good and meaningful for human development. With right of access comes the responsibility to use the source both correctly and wisely. Bishop McDevitt students and staff and all those who use the school's computers are expected to exercise wise judgment, common sense and good taste in selecting sites and material from the Internet. Staff will assist in monitoring Internet sites used but it is the responsibility of each user to monitor his/her use of technology resources, especially the Internet.

General Guidelines for use of the Internet:

- Computers are to be used only for the purpose of academic or other authorized activities.
- All users are required to take simple Internet training (how to sign on, log off, etc.) from a Technology Resource person or Business & Technology teacher.
- The system operator has the right to monitor and to judge the acceptability of all activities. Users may not attempt to deprive authorized personnel of any necessary supervision or access.
- Any attempt to circumvent system security, guess passwords or in any way gain access to secured resources is forbidden.
- No user may deliberately attempt to degrade the performance of any computer system. Users will not move, repair, reconfigure, modify or attach external devices to the systems.
- Use of the Internet for commercial gains or profits is not allowed from an educational site.

- No student is allowed to enter a chat room. Staff and other adult users are likewise asked to avoid chat rooms when using the school's computer.
- Use of electronic mail and other Internet facilities to harass, offend or annoy other users is strictly forbidden.
- Transferring copyrighted material to or from Bishop McDevitt High School without express permission of the owner is a violation of Federal Law. The user is deemed responsible to see that this does not occur.
- Additional rules and restrictions may be added at any time.
- Deliberate spreading of a virus through the use of the Internet or removable media is strictly forbidden.

Internet:

Bishop McDevitt High School will adhere to the policy as stated in the Diocese of Harrisburg Policy Handbook. It includes the following paragraph: "The Internet is a public forum with unrestricted access. For this reason, the schools in the diocese restrict permission for the posting of information related to the school, the staff, and students on the Internet. No person is permitted to use images of the school, the school logo or seal, school staff or students in any form on the Internet or in any form of electronic communication without specific written permission from the school administration. The posting of any such information on any website, bulletin board, chat-room, e-mail, or other messaging system without permission, or posting or transmission of images or information in any format related to the school, staff or students that are defamatory, scurrilous, pornographic, or which could be construed as threatening or impugning the character of another person is prohibited and will make any person involved in the posting or transmission of such subject to disciplinary action deemed appropriate by the administration of the school, or by the diocese."

Computer Use Rules:

In keeping with Bishop McDevitt's general code of behavior, the following rules apply:

1. Protect privacy. For reasons of personal safety, students will not post personal contact information about themselves or other people. This may include address, telephone number, school address, etc. Students will not knowingly or carelessly post false information about a person(s) or organization(s).
2. Research honestly. All work on the Internet is copyrighted. Students will not plagiarize works they find on the Internet. Plagiarism is taking the ideas or writings of others and presenting them as if they were your own. The illegal downloading of copyrighted software for use on home and school computers is prohibited.
3. Respect life. Fraudulent, harassing, violent, libelous, obscene, discriminatory, religiously offensive, ethically offensive, and other inappropriate materials or messages may not be e-mailed, printed, requested, displayed, uploaded, downloaded, or stored.
4. Respect property. Students will not make deliberate attempts to disrupt computer systems, or destroy data by spreading computer viruses or by any other means. These actions are illegal as well as immoral.

Student E-Mail Accounts:

Bishop McDevitt High School will provide each student a school-managed e-mail account in the bishopmcdevitt.org domain. These accounts are to be used for educational purposes only and must be used in accordance with the guidelines stated in this Policy. All correspondence with these accounts is archived. Any improper use of a school-managed e-mail account is subject to the sanctions below.

Sanctions:

1. Students who do not use Internet and other computer resources in an ethical manner will lose computer use privileges at the school. Further disciplinary action will be determined by the Assistant Principal for Student Services.
2. Disciplinary or legal action may be taken by the school or other interested parties.

Legal issues:

Laws governing computer use currently exist in Pennsylvania. Violations of the above policies may constitute a criminal offense punishable under Pennsylvania or United States Federal law. As an example, under Pennsylvania law, ". . . it is a

felony punishable by fine up to $15,000 and imprisonment up to seven years for any person to access, alter, or damage any computer system, network, software, database, or any part thereof, with the intent to interrupt the normal functioning of an organization (18 Pa. C.C. 3933)(a)(1) Disclosing a password to a computer system, network, etc., knowingly and without authorization, is a misdemeanor punishable by a fine of up to $10,000 and imprisonment of up to five years, as is intentional and unauthorized access to a computer, interference with the operation of a computer or network, or alteration of computer software (18 Pa. C.S. 3933)(a)(2) and (3) . . ."

Bishop McDevitt High School 1:1 Chromebook Policy

Introduction

Technology is a valuable tool for education at Bishop McDevitt High School. The school encourages the use of computer-related technology, including the internet. With right of access comes the responsibility to use it correctly and wisely. When accessing sites and material on the internet, everyone is expected to exercise wise judgment, common sense, and good taste in accordance with the Diocesan Code of Christian Conduct. It is the responsibility of each user to monitor his/her own use of technology resources.

As part of Bishop McDevitt's 1:1 initiative, students will be given Chromebooks for academic use. These Chromebooks are a student's personal responsibility and the devices will be managed by Bishop McDevitt. During the school year, students will use his or her Chromebook in classes under the direction of teachers. Chromebook should be taken home with students every day, and charged before each school day.

This agreement outlines the appropriate use of all technology use at Bishop McDevitt High School. Students and parents are asked to sign this document upon enrollment at Bishop McDevitt High School so that there can be a shared understanding of acceptable use of all students using all technology in our schools.

Bishop McDevitt High School is committed to using available technology to communicate with and educate members of the school community. It recognizes an expanding reliance on computers among students, faculty, staff, and the administration due to the convenience, speed, cost effectiveness, and environmental advantages it provides.
The following policy will define the proper use of school provided chrome computers.

Ownership

Chromebook computers issued through the 1:1 program are the property of Bishop McDevitt High School. Students have no ownership, interest, or right to title in the laptop computers until otherwise notified by Bishop McDevitt High School and the program has been completed. Ownership of the Chromebook computer will transfer to the student upon their completion of their studies at Bishop McDevitt High School.

Bishop McDevitt High School is the sole licensee of the software included with the Chromebook computer. Any copying, modification, merging, or distribution of the software by the student, including written documentation, is prohibited. The student is responsible for complying with any and all hardware, software, and service provider licensing agreements, terms of use, and applicable state and federal copyright and other intellectual property protections. Violation of any such licenses, terms, or laws shall constitute a violation of this policy.

Acceptable Use

- Bishop McDevitt High School only authorizes the use of its Chromebook computers in a manner that supports its instructional services policy guidelines in the Bishop McDevitt High School regulations.
- Personal use is permissible so long as, in the determination of Bishop McDevitt High School, it does not interfere with the school's mission or preempt normal business and education activity, does not impede student productivity, does not interfere with or negatively impact any other person's or entity's rights and work and/or learning environment, and does not conflict with any Diocese of Harrisburg Catholic School Policy, Bishop McDevitt High School Policy, local, or federal law.
    - Notwithstanding the above described permissible personal uses, the Chromebooks are not to be used for personal profit or nonprofit purposes such as advertising, rentals, selling or buying things, soliciting for charity, or other such uses.
    - A nonexclusive example of illegal activity for which the Chromebook may not be used is transmission or storage of copyrighted materials not in the name of the student or Bishop McDevitt High School.
- Students must handle the Chromebook computers with care.

- Students must bring their Chromebooks to school with them every day (fully charged) unless instructed to do otherwise by a school administrator/teacher.
- Students must not use Chromebook computers or computer programs in any manner other than that for which it is intended.
- Students must not install software onto Chromebook computers borrowed under this policy unless specifically authorized to do so by a school administrator.
- Students must not intentionally modify network configuration files or otherwise interfere with the functioning of a Bishop McDevitt High School computer.
- Students must not intentionally transmit viruses and other such malicious computer programs via the Bishop McDevitt High School Chromebook computers.
- Chromebook computers will be treated in a similar manner as other school owned educational tools such as textbooks. Therefore, all Bishop McDevitt High School policies, rules, handbooks, contracts, and directives, including disciplinary measures, apply to the use of laptop computers.
- Loss or theft of Chromebook computers must be reported to the school by the first subsequent school day following the loss or theft.
- Students must not modify, upgrade, or attempt to repair Chromebook computers issued under this policy without the express permission of the school.

Privacy
Bishop McDevitt High School reserves the right to monitor or access the storage of its Chromebook computers for any reason in accordance with the law. This right to monitor includes but is not limited to circumstances where Bishop McDevitt High School suspects or is advised of possible breaches of security, harassment, or other violations of other school policies, rules, regulations, directives, or law, or evidence exists which demonstrates to the school that its laptop computers may contain information, data, or other intellectual property that belongs to another person.

All communications and information transmitted by, received from, stored within, or that passes through Bishop McDevitt High School's facilities may be archived, deleted, monitored and reviewed for content or usage at any time by Bishop McDevitt High School. Students do not have a right to personal or confidential electronic information or communications that are exempt from this guide. Bishop McDevitt High School also reserves the right to investigate suspected inappropriate uses of its resources or systems using its resources.

Disciplinary Measures
Noncompliance with the above Bishop McDevitt High School 1:1 Chromebook Computer Policy shall result in loss or restriction of Chromebook computer privileges. Repeated or severe infractions may result in permanent termination of privileges. Possession of a Bishop McDevitt High School computer may be revoked at any time for infractions.

- Students may be required to make full financial restitution for any unauthorized expenses incurred or any damages caused.
- School administrators will determine violations of the above Bishop McDevitt High School 1:1 Chromebook Computer Policy.
- Students violating any part of this policy may face additional disciplinary action deemed appropriate in keeping with the adopted disciplinary policies and guidelines of Bishop McDevitt High School. Discipline may include legal action.

Indemnification
Receipt and use of the Chromebook constitute an agreement to reimburse and hold Bishop McDevitt High School harmless from and against any and all liabilities, costs, collections costs, attorney fees, and other damages which arise out of or relate in any way to the use or failure to return the Chromebook computer and its software to Bishop McDevitt High School in accordance with this policy.

At Home Use
Students will use their Chromebooks at home for homework, school related research, or other school related projects. Students are permitted to connect to their home Internet and printers.

Daily Requirements and Expectations for Use
1. Students are required and expected to take home and bring their Chromebooks back to school each day with the battery fully charged. Chromebooks should be plugged in each night to assure a full charge the following day.
2. Chromebooks can be fragile, and if they are dropped they may break. Chromebooks should only be used while they are on a flat, stable surface such as a table.
3. Chromebooks will be kept in a safe place at all times.

4. Teachers will determine whether or not the Chromebook should be opened or closed each class period.
5. The Chromebooks are preinstalled with the necessary hardware and software. It is not permissible to add or change the hardware (memory, storage, etc) or software under any circumstances.
6. Students are prohibited from playing nonacademic games during the instructional day, unless the game is directly related to a school assignment or activity and approved by the teacher.
7. The Internet is to be used for scholarly research and as a means of obtaining needed information. Accessing pornographic materials, vulgarity, gambling, militant/extremist material, or anything not in line with the teachings of the Catholic Church, etc. is prohibited. Only school-issued devices may be connect to the school's WiFi.
8. Sound must be turned off except when it is being used as part of a class.
9. Headphones are prohibited except when it is being used as part of a class, or during study hall, lunch, or homeroom (after announcements).
10. Students are allowed to access only those files that belong to them or which they have permission to use or which have been shared with them via Google Docs.
11. Files store within the school computer systems should be limited to those relating to formal school courses or activities.
12. Email (or any other communication) should be used only for legitimate and responsible communication between students, faculty, and the outside world.
13. Rude, abusive, threatening, or otherwise inappropriate language is not permitted.
14. When transporting the Chromebook make sure it has been securely stored.

Security Procedures

1. Each Chromebook is assigned to an individual student. Students should never "swap" or "share" their Chromebook with another student.
2. Chromebooks should be in a student's possession, or secured in a designated secure area at all times.
3. Students may never share their password with another student. Passwords should always be kept confidential.
4. Students should never share personal information about themselves or others while using the Internet or email.
5. If the Chromebook is lost or stolen, parents or guardians should immediately report the loss or theft to a school staff member and police in writing.
6. Chromebooks will be checked periodically to ensure they do not contain any unapproved software of files. Internet histories may also be checked.
7. Students may NOT clear their Internet history at any time. Students may not use Incognito or Guest mode at any time.
8. Students may not bypass the school's network at any time while on school property. Use of outside proxy servers, "hot spots" or wireless connections is prohibited. Students are to ONLY use the Bishop McDevitt High School wireless network for connecting to the Internet while at school. (NO Wireless Air Cards, cell phone tethering, or MiFi, etc).
9. If a password is compromised or/lost parents and/or guardians should immediately report the incident writing to the school.
10. The school employs filters to protect students from inappropriate content. These function well, but not perfectly. Should a student stumble upon inappropriate content, the expectation is that the student will immediately close the page and report the inappropriate content to administration.
11. Instruction often requires students to access the internet. Some internet sites, such as Chat GPT, may set age restrictions or require parental consent. Enrollment at Bishop McDevitt and use of the internet for instructional purposes during the school day, as the teacher prescribes, implies parental consent.

General Care Procedures

1. Students are expected to treat their Chromebook with care and respect. The Chromebook is the property of Bishop McDevitt High School until otherwise notified and should be kept clean and free of marks at all times. If damage occurs, the student will receive a bill for damages.
2. When transporting the Chromebook to and from school, students should always be sure it is placed in a secure environment such as a laptop backpack, laptop sleeve, etc.
3. Students should protect their Chromebook from extreme heat or cold. Chromebooks should not be left in a car even if the car is locked. Heat will damage the Chromebook.
4. No object should ever be placed or stacked on top of your Chromebook. This includes books, musical instruments, sports equipment, etc.
5. Students should use care when plugging in their power cords, if you trip over it, this may break it and you will need to replace the cord and power supply at your expense.
6. Any inappropriate or careless use of a Chromebook should be reported to a teacher or other staff member immediately.
7. Power cords are very fragile. They should be safely secured and balanced so that the weight of the cord is not dangling. Care should be taken when walking or moving around areas where Chromebook cords are plugged in.

Consequences of Inappropriate Use

The use of any school technology is a privilege and not a right. Students are expected to use the Chromebook in accordance with this Chromebook Program Guide, the School Acceptable Use Policy, The 1:1 Chromebook Computer Policy and any applicable Regulations and laws. Failure to use this Chromebook in an appropriate manner will result in any or all of the following consequences, as determined by the staff and administration of the School.

Technical Support
If a student-issued Chromebook is damaged or malfunctioning during school hours, the student should take the device to the IT Office. If the device is damaged or malfunctions outside of school hours, students should immediately notify the school by bringing the device to the Main Office. If repairs are needed, students may be issued a loaner Chromebook to use during the school day which must be returned at the end of the day. If a student-issued device requires a hardware repair or replacement, the student will be required to pay for the cost of the repair or replacement. In the case of a lost Chromebook, immediately notify the main office.

In the event of loss or theft, students and parents are responsible for notifying the school immediately. In case of theft outside of school, families must file a police report and a claim under their homeowner's or renter's insurance if applicable. A written summary may be requested for insurance purposes. In case of theft in school, staff must be notified immediately.

When parents and students sign the student handbook contract, they are agreeing to the following:

Student
I recognize the technical sophistication and expense of the equipment I am being entrusted to operate in the Bishop McDevitt High School Chromebook Program. I acknowledge that it is a privilege I share with others and that there is a shared trust among us all to protect the hardware and software. I pledge that I will not damage or disable the hardware or software entrusted to me, or behave in a manner which might lead to accidental damage to the equipment or injury to others or myself. I further understand that it is unlawful to copy or remove software programs from the Chromebook. I have read and understand the regulations in this guide, including those concerning acceptable and unacceptable use, computer security, and proper care of the equipment. I further understand that I may be prevented from working with technology resources located at Bishop McDevitt High School if I violate my pledge and fail to abide by the rules and regulations governing my use of technology at Bishop McDevitt High School.

Parent/Guardian
As a parent or guardian, I recognize the importance of the above pledge my child has made. I promise to support Bishop McDevitt High School administration and faculty in developing students who accept responsibility for their own learning and actions. I agree to make sure that equipment is returned in good condition with normal wear and tear or else pay for the necessary repairs should I leave or withdraw my child from Bishop McDevitt High School.

HEALTH & SAFETY

Students with HIV/AIDS

Students who are HIV-infected or have AIDS or other related diseases and desire to attend a diocesan elementary or secondary school will not be denied admission to or discriminated against solely because of their medical condition.

However, the school does reserve the right to dismiss a student or curtail a student's activities (curricular, co/extra-curricular). This will be done on a case by case basis by the Principal in consultation with the student's attending physician if it is determined that a student presents a substantial risk to himself/herself or others.

If, for reasons of health or safety, a student can no longer continue to attend classes, arrangements for alternative instruction will be determined by the Principal and the parents/guardians.

Parents/guardians are expected to inform the Principal if or when their child has HIV/AIDS or related diseases in order that the school principal can provide for the protection of the child and other individuals in the school.

Instruction on HIV/AIDS shall be included as part of the school curriculum for all students on an age-appropriate basis.

This school follows the Universal Precautions to Prevent the Spread of Infectious Diseases to reduce the risk for employees, volunteers and students.

Emergency Drills

Emergency drills are serious matters and should be conducted with the thought in mind that they are the real thing. The student body practices both evacuation drills and other emergency drills. Following are some general instructions for the student body during evacuation drills.

1. Each room has an exit plan showing the direction in which occupants are to leave the building.
2. All doors are to be closed.
3. Silence should prevail during an emergency drill.
4. The first student reaching each exit should hold the door open until the building is cleared.
5. When outside the building, students will remain in an organized manner.
6. If possible, teachers should check exit paths first.
7. For drills not involving evacuation, listen for P.A. instructions.

NOTE: Pulling the fire alarm without due cause is a crime and will be reported to local law enforcement, in addition to receiving disciplinary action by the school**.**

The school community periodically practices for other emergencies, including active intruder and severe wind.

Pregnancy

As a result of the Church's compassionate understanding of human nature, the following policy is in effect in cases of pre-marital pregnancy:

1. The students involved may continue in school during and after the pregnancy. Continuance in school will keep the young people in a supportive environment and do much to rebuild self-esteem and uphold the value of human life.
2. Pregnant students are expected to remain in school uniform as long as possible. Later, they may purchase clothing matching the uniform styles and colors (navy/khaki pants or skirt and a white/blue button-up shirt).
3. Students are to be given every opportunity for counseling in respect to the value of human life and the various Christian approaches to their situation.
4. If, for health and safety reasons, the student cannot continue attending school, she will receive homebound instruction, or an available alternative.
5. After delivery, babies should not be brought into school during school hours.

Health Services

1. Except in emergency situations, students must have a pass from a faculty member to be seen in the Nurse's Office.
2. The nurse will evaluate all students who come to the Nurse's Office and will decide whether it is necessary for a student to go home. If so, the nurse will notify the parent or parent's designee to come for the student. **Students may not make their own arrangements to go home.** The parent will be required to come to the Attendance Office and sign the student out. Students may drive themselves home only if the nurse believes, after careful evaluation, that the student is able to drive and the parent is in agreement.
3. Any student who has been excluded by the nurse, or has been kept home by a parent due to a communicable disease, must provide a note from the doctor stating they are under treatment before they may return to school.
4. Medication Procedures
    a. Parents are required to fill out the Health History Update sent home at the beginning of the year.
    b. If a child needs to take daily medication (prescription or OTC) in school, the medication must be brought to the Nurse's Office in the original pharmacy container labeled correctly and an Authorization for Medication Form must be filled out by the physician ordering the medication (if prescription) and signed by the parent. These forms are available in the Nurse's Office.
    c. The school has standing orders from the school physician for certain over-the-counter (OTC) meds to be administered as needed. In order for these to be administered, a signed parent permission must be on file and the parent must send in the desired medication(s).
    d. A log will be kept for all medications administered during school hours.
    e. In the absence of the school nurse, a designated school official will administer the medication.

f. No medication may be carried by students unless the Authorization for Medication Form is on file in the Nurse's Office and that it clearly states the student may carry the medication. This includes over-the-counter medication.

f. ALL MEDICATIONS ARE SUBJECT TO APPROVAL BY THE MEDICAL DIRECTOR.

5. Throughout the year, the school nurse performs state-mandated screenings, including height, weight, vision, and hearing, depending on the student's grade.

Insurance

A student insurance policy is available for each student who chooses to be covered. Coverage will be provided through the Diocesan School Insurance for those children who have paid for the premium. All athletes, with the exception of football players, are to purchase the school insurance or provide for their insurance needs through their own carrier. The school does not take a policy out on each student.

Students who have contracted for school insurance and faculty moderators have the responsibility of reporting and documenting to the School Office all accidents within 24 hours. Failure to do this may result in a rejection of claim by the insurance company.

Diocesan Policy for Gender Identity Questions-Students

Catholic educators as well as all other members of the school staff and community are called to be witnesses to Jesus Christ and His Church. The policy on gender identity distinguishes between two different conditions (1) where a child is born with sexually ambiguous genitalia and (2) where the gender identity question is psychological in origin. In the first instance, where the sex of a child may be indeterminate at birth, one requiring time and medical testing before establishing an existing or dominant sex, it is common pastoral practice to collaborate with parents and medical professionals as they try to make a prudential determination on their child's actual biological sex. This policy addresses the circumstances where there is a clear biological determination of a person's sex and subsequent efforts to chemically and/or surgically alter the given biology. This is understood in Catholic moral terms as self-mutilation and therefore immoral. To attempt to make accommodations for such persons would be to cooperate in the immoral action and impose an unacceptable burden on others in the school community. When parents enroll a child in a Catholic school in the diocese they agree that they will not publically act in opposition to Catholic teaching. Notification of a student's determination to undergo a sex change procedure or that a student has undergone the procedure (condition #2 as described above) would violate that agreement. The student would be ineligible to attend or remain in attendance in a Catholic school.
Policy adopted: January 1, 2015 RWG/Bishop of Harrisburg

FINANCIAL INFORMATION

The full schedule of tuition and fees is available on the school website. Continued enrollment requires tuition accounts be current. Neither final report cards nor transcripts will be released until accounts are current. Graduating seniors with financial obligations have their diplomas held until these obligations have been fulfilled.

Balances for damages to school equipment or property, lost property/books, lunch accounts, etc will be added to the tuition statements.

Financial aid

Financial aid is available to the student whose family qualifies according to the established criteria. No financial aid will be granted without completing an application. Notification of all awards will be in writing via letter or email. Offers of aid are contingent on families paying their share.

MISCELLAENOUS INFORMATION

After-Hours Building Use

For reasons of security, the doors will be locked at all times except the cafeteria doors, which will be unlocked briefly in

the morning when the students arrive. Any students remaining in the building after school **must** either: 1) be part of a scheduled event/group; 2) have arranged to be supervised by a faculty member; or 3) be in the cafeteria. The electronic gates are closed as early as 4:00 pm; therefore, students should retrieve any needed items from their lockers before that time. For student safety, all students must be supervised by a member of the faculty/staff in order to be present in the building.

Family Illness

Whenever a member of a student's family is seriously ill or in the hospital, the school would like to know. It is important that we pray for one another, and we should seek prayers for our loved ones.

Lost and Found

Any questions regarding lost and found articles should be referred to the Assistant Principal for Student Services' office. Items are generally donated or discarded after two weeks if they are not claimed.

Spiritual Activities/Retreats

Spiritual development is an integral element of the religion program at Bishop McDevitt. This consists of daily prayers at the opening exercises of the school day, in classrooms, and public services consisting of the Celebration of the Mass, Liturgy of the Hours, Benediction and Eucharistic devotions, and retreat activities. All students are required to be present for spiritual activities and to conduct themselves in a respectful manner.

All students are obliged to participate in a retreat each year. The Freshmen and Sophomore retreats take place during a school day here on campus. Juniors and Seniors can choose from several different retreat opportunities – such as an after school holy hour, 40 hours devotions at the parishes, Kairos, and many others. The director of campus ministry will put out a list of retreat options in September. Other spiritual events other than those on the list may be acceptable to fulfill the retreat requirement. Catholic students must choose a Catholic spiritual event for their retreat. Non-Catholic students can attend an event with their church community. The director of campus ministry will determine if this alternative activity will fulfill the retreat requirement.

Class Rings

To own an official school ring is a privilege. Because it is a privilege, it should be worn with pride. School rings may be purchased by juniors. The juniors receive their rings at a special ring ceremony typically held at the end of their junior year.

Publications

The following is the only officially approved publication of Bishop McDevitt High School. All others are forbidden unless directly approved by the Administration.

Pridwen

Bishop McDevitt High School's yearbook is called *Pridwen*, deriving its name from King Arthur's shield. This annual's purpose is to capture the events of the school year: scholastic, spiritual, athletic, and social, and to preserve them as precious memories for present McDevitt students and as inspiration for future classes. The pages of *Pridwen* unfold a realistic insight into the daily life of the McDevitt student. It is a publication by and for the students of the high school.

LIBRARY RESOURCES AND RESEARCH

Effectively using information and practicing critical thinking are crucial to academic success and for living. In developing information literacy skills, library instruction offers both theory and hands-on experience. Library orientation is scheduled with ninth grade English classes. In addition, collaborative teaching between the librarian and individual subject

teachers integrates information literacy skills at all grade levels.

Library Technology

The Library emphasizes use of both electronic and print resources. In addition to housing over 15,000 print books and more than 800 e-books, the Library provides chrome books for student use. The Library subscribes to more than 15 databases covering all areas of the curriculum. These databases provide students with immediate access to information from periodicals, newspapers, scholarly journals, and reference materials, as well as audio and video materials, photographs, pictures, charts, maps and more.

Furthermore, the POWER Library (Pennsylvania Online World of Electronic Resources)—a service of Pennsylvania's public and school libraries and the State Library—students can expand their research to include additional online databases, digital primary sources from various special collections throughout Pennsylvania, and the ability to borrow materials from more than 3,000 libraries across the state.

Students can access the library catalog and the various electronic resources from school as well as from home by connecting through the Bishop McDevitt website.

Library Policies and Procedures

All students are encouraged and welcome to use the Library.

Hours – 7:30-3:15 every school day. Arrangements can be made with the staff to accommodate students who have schedule problems.

Library Passes – Students may use the library during study halls, as well as before morning homeroom, during their lunch periods, and after school. Students must have a valid library pass in order to be admitted. Library passes may be obtained from the librarian before homeroom. In accordance with study hall rules, the library, too, is a designated quiet area in the school. Library regulations must be observed so that all may obtain the maximum use and benefit of the library resources.

Borrowing and Photocopying Privileges – Books may be borrowed for a period of 3 weeks with the option to renew if necessary. Reference books and periodicals may be borrowed overnight but must be returned the following day. A coin-operated photocopier is available for student use. Copies cost ten (10) cents each.

Fines – Overdue fines for 3 week books are ten (10) cents per day. Overnight material is $1.00 per day. Weekends, school holidays, and days of absence are not computed into a fine. Students who have outstanding library obligations (unreturned books and/or unpaid fines) may receive disciplinary action or have report cards held until the obligation is met.

Computer-Aided Research – For research purposes, students have access to the Internet and the specialized databases to which the library subscribes. Students must adhere to the school's acceptable-use policy and to the guidelines posted in the library concerning computer-based research.

Class Instruction – When a teacher brings students to the library for instruction, the library is closed to all patrons including study hall students.

ATHLETIC DEPARTMENT

The Athletic Department is an integral part of Bishop McDevitt High School. Athletic teams in the various sports are organized whenever it is feasible and practical. These teams compete on an interscholastic basis under the rules of the P.I.A.A. If a student meets the requirements: average scholastic standing, parental permission, physical fitness, and necessary skill, he or she may represent the school in athletic competition.

Student accident insurance is available on a per student basis to be purchased at the beginning of the year by individual students. Individuals who plan to participate in interscholastic sports should purchase this insurance if no other coverage is available to them through their family policy. Separate insurance is purchased by the school for those individuals participating in the various levels of junior varsity and varsity football.

The following PIAA sports are available:

Baseball	Golf (boys/girls)	Lacrosse (boys/girls)
Basketball (boys/girls)	Soccer (boys/girls)	Wrestling (boys/girls)
Cross Country (boys/girls)	Softball	Track & Field (boys/girls)
Field Hockey	Swimming (boys/girls)	Girls Volleyball
Football	Tennis (boys/girls)	Cheerleading

Athletic Academic Policy

Each student athlete is expected to maintain passing grades in all subjects. Failures will merit suspension from practices and games/matches according to the PIAA regulations. Coaches are permitted to enforce academic regulations which are stricter than the PIAA. These expectations must then apply to every student in that program.

Bishop McDevitt takes great pride in our athletic program and we encourage students to participate in one or more of our many sports teams. However, participation in McDevitt athletics is a privilege, not a right. Student-athletes are first and foremost students and are therefore required to maintain certain academic standards to be eligible for participation. The guidelines for determining eligibility are as follows:

 Any student failing two or more subjects is considered academically ineligible. This includes ALL subjects – electives as well as Phys Ed class.

 A grade report will be run by the Academic Office every Friday morning at 7:30 am in order to determine eligibility for the following week – Sunday through Saturday. Eligibility will be determined based on their grades at the time the report is run. Any grades posted later in the day on Friday will be applied to the following week, therefore the academic week for athletes runs Friday to Thursday for eligibility.

 Names of athletes who are deemed ineligible will be given to the Athletic Director who will notify the students and the coaches.

 Any athlete who fails two or more classes at the end of a quarter will remain ineligible until the reporting resumes 15 days into the new academic quarter (per PIAA Bylaws, Article X, Curriculum).

 Any issues or disputes concerning individual grades should be brought to the attention of the Athletic Director who will conference with the teacher of record on the issue. Should an issue or concern be validated the Athletic Director will notify the Assistant Principal for Academics review concerns and ensure the athletes grades are correct for eligibility.

It is the responsibility of the student-athlete to keep up to date with all assignments, classwork and grades. All students, but especially athletes, should be checking Rediker on a regular basis to review grades for eligibility status.

Please note the following:

 Teachers are allotted a reasonable amount of time to post grades. Our guidelines state 48 hours for homework/class work and up to a week for tests. Major projects such as research papers may require more time. It is not the teacher's responsibility to grade and post things quickly to allow for eligibility and this should not be expected.

 All students are expected to complete course work on time. All late assignments will be graded and posted at the teacher's convenience. It should not be expected that the teacher grade and post late assignments immediately to allow for eligibility.

Every athlete (fall, winter, spring) must have an agreement signed by both the student and a parent turned in by the deadline, or they will not be allowed to practice.

Athletic Policy – Absences and Suspensions

 Any student who is absent from school may not participate in either practice or a game on the date of the absence.

 Any student who is serving a school suspension (In School or Out of School) may not participate in either practice or a game until suspension is lifted or served. Principal or Assistant Principal for Student Services may waive if scheduling issues arise where ISS cannot be served prior to practice or competition.

 Any student athlete who is not in class by 9:00 on the day of competition will be ineligible for any

competition on that day. Also, a student must complete at least a half-day schedule of classes to be eligible for competition that day. The only possible exception may occur with documentation from a doctor on that same day.

 Students who attend morning practice must arrive on time for school. Tardiness will not be excused if students were at morning practice.

 Any student athlete who becomes ill during the school day where the student misses a class period due to illness will be ineligible to participate in any competition or practices on that day.

Athletic Policy – Other Specifics

1. Stealing may result in immediate expulsion from the team.
2. Athletes will stand at respectful attention during the National Anthem and Alma Mater. Multiple offenses may result in dismissal from the team.
3. Hazing of any kind will not be tolerated and will result in immediate removal from the team.
4. All equipment and uniforms are to be properly cared for. Loss or failure to turn in these items will result in a replacement charge.

Athletic Courtesy

1. Athletics should foster clean sports.
   a) The rules of the game are to be regarded as mutual agreements, the spirit or the letter of which no honorable person would break.
   b) Unsportsmanlike or unfair measures are not to be used.
   c) A student spectator represents his school the same as does the athlete.
   d) Any spectator who continually evidences poor sportsmanship should be requested not to attend future contests.
   e) Decisions of officials are to be abided by, even when they seem unfair.
   f) Officials and opponents are to be regarded and treated as honest in intention.
   g) Good points in others should be appreciated and suitable recognition given.
   h) The practice of "booing" is regarded as discourteous and unsportsmanlike.
   i) Profane and abusive language should never be used and is regarded as discourteous and unsportsmanlike.) Tempers should and must be controlled at all times.
   k) Visiting teams and spectators should be treated as guests.
   l) Gambling and drinking have no connection with athletic contests and are detrimental to the best interests and standards that sports endeavor to foster. These should not be tolerated.
   m) Hisses and boos directed toward an official or player is unsportsmanlike.
   n) Attempts to rattle a player or team are signs of poor sportsmanship.
   o) Victory accepted without boasting; defeat without excuses.
   p) Cheerleaders are representatives of the school. All rules apply to them as well as the players, students, and general public.
      1) Cheer positively, using cheers that boost their own team, without antagonizing their opponents.
      2) Suggestive words have no place in cheers. Cheers that are the least bit suggestive or have phrases that rhyme with or use swear words, are not allowed.
2. No individual has the right to take away from traditions that thousands have built.

Code of Conduct and Policy on Drugs, Alcohol, and Performance Enhancing Drugs

1. Purpose: The Athletic Department is an integral part of Bishop McDevitt High School. Bishop McDevitt considers participation in athletic activities to be a privilege, not a right. Students who desire to participate in the athletic activities offered by Bishop McDevitt are required to comply with additional rules and undertake added responsibilities.
As representatives of the school, students involved in athletic activities are scrutinized by the public, become role models to younger children and their peers, and are ambassadors of our community. Having chosen to accept this role, it is the

responsibility of every athletic participant to refrain from behavior prohibited by this policy. Each athlete will receive an Athletic Code of Conduct. The athlete and the athlete's parent/guardian will be required to sign the Athletic and Extra Curricular Activity Contract and will be expected to operate within the framework of the code.

2. Definitions: For purposes of this policy, the terms listed below shall be defined as follows:

Alcohol means any beverage that contains ethyl alcohol (ethanol), including beer, wine or distilled spirits.
Controlled substance means any substance including cannaboids and those listed under the Controlled Substance Drug, Device and Cosmetic Act, 35 P.S. § 780-101 et seq., and related regulations, as amended, including performance enhancing drugs, look-alike, or designer drugs.
Distribute means the delivery, exchange, sale or transfer of an item or possessing an item with the intent to deliver, exchange, sell or transfer.
Drug means any controlled substance or other substance that is used for mind/behavior altering effects. **Paraphernalia** means any equipment, product or matter used to store, ingest, inhale, conceal, convert, package, test or transfer a drug.
Use means possession or any manner of consumption
Verification means the accuracy of information is confirmed by any of the following methods:

- Self-admitted involvement by the student
- Witnessed student involvement by an advisor, coach, sponsor, school, or diocesan employee or credible witness.
- Parental acknowledgement of their child's involvement.
- An official police report given to the school.
- Notification of a conviction, delinquency findings or other admission of wrongdoing before a court.
- Verification through process of physical search or administrative investigation

Week means seven (7) consecutive days running from Sunday to Saturday (based on the date of infraction of the code of conduct).

3. Authority and Scope: To ensure the consistent enforcement of this policy, it applies to all students participating in athletic activities enrolled in grades 9 through 12. The terms of this policy apply throughout the year to conduct occurring on or off school property.

Prior to participating in any athletic activity, students and their parents/guardians will be required to review and sign an "Athletic Activity Contract." The contract shall apply to all athletic activities during the school year it was executed.

4. Prohibition Against Drugs, Alcohol and Tobacco:

PROHIBITION: All students are prohibited from engaging in the following:

- The possession, use or distribution of alcohol, nicotine products, cannaboids, drugs or related paraphernalia: and
- The possession, use or distribution of a prescriptive drug in a manner inconsistent with the directives of the prescribing physician.

SANCTIONS: The following sanctions apply to all verified violations of this section. These sanctions are in addition to and in conjunction with any rules that fall under the Student Handbook and Diocesan Policy.

Use/Possession of Alcohol, Drugs or Paraphernalia

First Offense: Immediate suspension from participating in athletic activities/competition for the period of the suspension. A student *may* be permitted to practice at the discretion of the Principal or designee.

Second Offense: Suspension from all athletic activities for sixty (60) days from the date of the offense.

Third Offense: Total prohibition for all athletic activities for one calendar year from the date of the offense (If not expelled from school)

Student Assistance Programs

In addition to the sanctions specified above, all students violating this section must participate in the student assistance program and comply with any treatment recommendations. Failure to comply with the evaluator's recommendations will result in the student's dismissal from athletic activities until compliance is met.

Distribution of Alcohol, Drugs or Paraphernalia (If not expelled from school)

First Offense: Suspension from all athletic activities for one (1) calendar year from the date of the offense.

Mandatory Reporting: The principal shall report to the police or proper authorities all incidents of students distributing alcohol or drugs.

Student Assistance Programs

In addition to the sanctions specified above, all students violating this section must participate in the student assistance program and comply with any treatment recommendations. Failure to comply with the evaluator's recommendations will result in the student's dismissal from athletic activities until compliance is met.

Use/Possession of Tobacco, vape pen, nicotine products, e-cigarette etc. in any form

First Offense: If in school or at school event, suspension as per School Code of Conduct and other penalties as allowed by Diocesan policy. One contest athletic suspension in addition to the School Code of Conduct disciplinary procedures (may be additional game suspension if suspension covers more than one contest).

Second Offense: Results in athletic suspension from the team for seven (7) calendar days.

Third Offense: Will result in additional suspension or expulsion from the team for the remainder of the season.

Moral Values for Student Behavior

In-School Conduct: If a student is suspended out of school for any reason, the student shall be subject to the following sanctions:

First Suspension: The student shall be prohibited from participating in all athletic contests during the period of the suspension.

Second Suspension: The student shall be suspended from the current team/activity for 14 Calendar Days.

Third or Subsequent Suspension: Student will be suspended from participation in athletics for 60 calendar days.

In/Out of School Conduct: If the School received verified information that a student engaged in criminal or immoral conduct as defined by Diocesan Policy, School Policy, the Pennsylvania Crime Code or a similar state or federal statute, the student shall be subject to the following sanctions:

First Offense: Immediate athletic suspension from the team for the remainder of the season or school year depending upon the severity of the offense.

Second Offense: Suspension from all athletic activities for one (1) calendar year from the date the incident is verified.

5. Verification Process: No student shall be suspended from athletic activities until the building principal verified that the student violated this policy.

The following procedures apply to reports of alleged violations of this policy:

1. Coaches and advisors shall immediately report alleged violations of this policy to the athletic director who will report immediately to the building principal.
2. The athletic director and building principal shall investigate reported violations of this policy to determine their credibility.
3. If a report is credible, the athletic director and building principal shall provide an informal meeting/hearing to explain the information to the student and parent, allow the student to respond and ultimately decide whether or not the student should be suspended from athletic activities.
4. If the athletic director or building principal finds the student violated this policy, the student's parents/guardians shall be sent a written notice informing them that the student has been suspended from athletic activities.
5. If the parents appeal the matter, it shall be heard by the building principal or assistant principal, the athletic director. The student's suspension shall continue during an appeal. The appeal board shall review the initial determination to decide if it was based on verified information.
6. Any recommendation by the appeal board shall be subject to the final approval of the building principal.

EXTRACURRICULAR PARTICIPATION PHILOSOPHY

Every student at Bishop McDevitt High School is encouraged to participate in one or more extra-curricular activities each year. While safeguarding the primacy of academic work, and realizing that each sport or activity demands a definite level of commitment and energy, it is never the intent of the school to limit a student to a single activity. To that end, parents and students, moderators and coaches, faculty and administration will work together to coordinate activities and athletic programs in ways that minimize conflict and maximize participation. Each person is expected to value and show respect for the needs and demands of every program in the school. Every student is expected to communicate openly and honestly with all coaches and moderators. Pride in our common achievements is a hallmark of the Bishop McDevitt Tradition of Excellence.

Diocese of Harrisburg: School Wellness Policy Department of Catholic Schools

Adopted: June 28, 2017
Revised: October 15, 2019

1. Purpose	The vision for Catholic education in the Diocese of Harrisburg is one where the environment of every school physically, mentally, morally, spiritually, and socially nurtures children to feel and be secure and loved, to love and respect themselves as children of God, to love and care for one another, and to love coming to school and learning, doing, and succeeding. The schools in the Diocese of Harrisburg recognize that student wellness and proper nutrition are related to students' physical well-being, growth, development and readiness to learn. The Diocese of Harrisburg Office of Education is committed to providing a school environment that promotes student wellness, proper nutrition, nutrition education and promotion, and regular physical activity as part of the total learning experience. In a healthy school environment, students will learn about and participate in positive dietary and lifestyle practices that can improve student achievement.
2. Authority SC 1422.1 42 U.S.C. Sec. 1758b 7 CFR Sec. 210.31	The Diocesan School Board adopts this policy based on the recommendations of the Diocesan Wellness Committee and in accordance with federal and state laws and regulations. To ensure the health and well-being of all students, the Board establishes that the Diocese shall provide to students: • A comprehensive nutrition program consistent with federal and state requirements. • Access at reasonable cost to foods and beverages that meet established nutrition guidelines. • Physical education courses and opportunities for developmentally appropriate physical activity during the school day. • Curriculum and programs for grades K-12 that are designed to educate students about proper nutrition and lifelong physical activity, in accordance with Pennsylvania curriculum regulations and academic standards. The Superintendent or designee shall be responsible for the implementation and oversight of this policy to ensure each of the Diocesan schools, programs and curriculum is compliant with this policy, related policies and established guidelines or administrative regulations. Each building principal or designee shall annually report to the Superintendent or designee regarding compliance in his/her school. The Superintendent or designee shall annually report to the Board on the Diocese's compliance with law and policies related to school wellness. The report may include: • Assessment of school environment regarding school wellness issues. • Recommendations for policy and/or program revisions. • Suggestions for improvement in specific areas. • Feedback received from Diocesan staff, students, parents/guardians, community members and the Wellness Committee.

3. Delegation of Responsibility 42 U.S.C. Sec. 1758b 7 CFR Sec. 210.31 7 CFR Sec. 210.31	The Superintendent or designee and the established Wellness Committee shall conduct an assessment at least once every three (3) years on the contents and implementation of this policy as part of a continuous improvement process to strengthen the policy and ensure implementation. This triennial assessment shall be made available to the public in an accessible and easily understood manner and include: ● The extent to which each Diocesan school is in compliance with law and policies related to school wellness. ● The extent to which this policy compares to model wellness policies. ● A description of the progress made by the Diocese in attaining the goals of this policy. At least once every three (3) years, the Diocese shall update or modify this policy as needed, based on the results of the most recent triennial assessment and/or as Diocesan and community needs and priorities change; wellness goals are met; new health science, information and technologies emerge; and new federal or state guidance or standards are issued. The schools in the Diocese of Harrisburg shall annually inform and update the public, including parents/guardians, students and others in the community, about the contents, updates and implementation of this policy via the diocesan website, student handbooks, newsletters, posted notices and/or other efficient communication methods. This notification shall include information on how to access the Diocesan Wellness Policy, information about the most recent triennial assessment and a means of contacting Wellness Committee leadership. <u>Recordkeeping</u> The Diocese shall retain records documenting compliance with the requirements of the School Wellness policy, which shall include: 1. The written Diocesan Wellness policy. 2. Documentation demonstrating that schools have informed the public, on an annual basis, about the contents of the School Wellness policy and any updates to the policy. 3. Documentation of efforts to review and update the School Wellness policy, including who is involved in the review and methods used by the Diocese to inform the public of their ability to participate in the review. 4. Documentation demonstrating the most recent assessment on the implementation of the Diocesan Wellness policy and notification of the assessment results to the public. <u>Wellness Committee</u> The Diocese shall establish a Wellness Committee comprised of, but not necessarily limited to, at least one (1) of each of the following: School Board member, Diocesan administrator, a food service representative, student, parent/guardian, school health professional, physical education teacher and member of the public. It shall be the goal that committee membership will include representatives from each deanery within the diocese and reflect the diversity of the community. SC 1513 Pol. 102, 105 The Wellness Committee shall serve as an advisory committee regarding student health issues and shall be responsible for developing, implementing and periodically reviewing and updating a Diocesan Wellness policy that complies with law to recommend to the Board for adoption. The Wellness Committee shall review and consider evidence-based

	strategies and techniques in establishing goals for nutrition education and promotion, physical activity and other school based activities that promote student wellness as part of the policy development and revision process. <u>Nutrition Education</u> Nutrition education will be provided within the sequential, comprehensive health education program in accordance with curriculum regulations and the academic standards for Healthy, Safety and Physical Education, and Family and Consumer Sciences. • Nutrition education in the Diocese shall teach, model, encourage and support healthy eating by students. Promoting student health and nutrition enhances readiness for learning and increases student achievement. • Nutrition education shall provide all students with the knowledge and skills needed to lead healthy lives. • Nutrition education lessons and activities shall be age-appropriate. • Nutrition curriculum shall teach behavior-focused skills, which may include menu planning, reading nutrition labels and media awareness. Lifelong lifestyle balance shall be reinforced by linking nutrition education and physical activity. <u>Nutrition Promotion</u> Nutrition promotion and education positively influence lifelong eating behaviors by using evidence-based techniques and nutrition messages, and by creating food environments that encourage healthy nutrition choices and encourage participation in school meal programs. • Schools shall promote nutrition through the implementation of Farm to School activities where possible. Activities may include, but not be limited to, the initiation/maintenance of school gardens, taste-testing of local products in the cafeteria and classroom, classroom education about local agriculture and nutrition, field trips to local farms and incorporation of local foods into school meal programs. • School staff shall cooperate with agencies and community organizations to provide opportunities for appropriate student projects related to nutrition. • School food service personnel shall review and implement research-based, behavioral economics techniques in the cafeteria to encourage consumption of more whole grains, fruits, vegetables and legumes, and to decrease plate waste. • Consistent nutrition messages shall be demonstrated by avoiding use of unhealthy food items in classroom lesson plans and school staff avoiding eating less healthy food items in front of students. • Schools shall offer resources about health and nutrition to encourage parents/guardians to provide healthy meals for their children. <u>Physical Activity</u> • Schools shall strive to provide opportunities for developmentally appropriate physical activity during the school day for all students. • Schools shall contribute to the effort to provide students opportunities to accumulate at least sixty (60) minutes of age- appropriate physical activity daily, as recommended by the Centers for Disease Control and Prevention. Opportunities offered at school will augment physical activity outside the school environment, such as outdoor play at home, sports, etc.

SC 1512.1 Pol. 102, 105	• Students shall participate daily in a variety of age-appropriate physical activities designed to achieve optimal health, wellness, fitness and performance benefits. • Age-appropriate physical activity opportunities, such as outdoor and indoor recess, before and after school programs, during lunch, clubs, intramurals and interscholastic athletics, shall be provided to meet the needs and interests of all students, in addition to planned physical education. • A physical and social environment that encourages safe and enjoyable activity for all students shall be maintained. • Extended periods of student inactivity, two (2) hours or more, shall be discouraged. • Physical activity breaks shall be provided for students during classroom hours. • Before and/or after-school programs shall provide developmentally appropriate physical activity for participating children. • Diocesan schools shall partner with parents/guardians and community members and organizations, such as YMCAs, Boys & Girls Clubs, local and state parks, hospitals, etc., to institute programs that support lifelong physical activity. • Physical activity shall not be used or withheld as a form of punishment. • Where applicable schools shall promote physical activity through encouragement of walking and biking as a means of transportation to and from school. • Students and their families shall be encouraged to utilize Diocese-owned physical activity facilities, such as playgrounds and fields, outside school hours in accordance with established Diocesan rules. <u>Physical Education</u> A sequential physical education program consistent with curriculum regulations and Health, Safety and Physical Education academic standards shall be developed and implemented. All Diocesan students must participate in physical education. • Quality physical education instruction that promotes lifelong physical activity and provides instruction in the skills and knowledge necessary for lifelong participation shall be provided. • Physical education classes shall be the means through which all students learn, practice and are assessed on developmentally appropriate skills and knowledge necessary for lifelong, health-enhancing physical activity. • A comprehensive physical education course of study that focuses on providing students the skills, knowledge and confidence to participate in lifelong, health-enhancing physical activity shall be implemented. A varied and comprehensive curriculum that promotes both team and individual activities and leads to students becoming and remaining physically active for a lifetime shall be provided in the physical education program. • Adequate amounts of planned instruction shall be provided in order for students to achieve the proficient level for the Health, Safety and Physical Education academic standards. • A local assessment system shall be implemented to track student progress on the Health, Safety and Physical Education academic standards. • Students shall be moderately to vigorously active as much time as possible during a physical education class. Documented medical

	conditions and disabilities shall be accommodated during class. • Safe and adequate equipment, facilities and resources shall be provided for physical education courses. • Physical education should be taught by certified health and physical education teachers. • Appropriate professional development shall be provided for physical education staff. • Physical education classes shall have a teacher-student ratio comparable to those of other courses for safe and effective instruction. • Physical activity shall not be used or withheld solely as a form of punishment.
7 CFR Sec. 210.10, 220.8	<u>Other School Based Activities</u> Drinking water shall be available and accessible to students, without restriction and at no cost to the student, at all meal periods and throughout the school day.
42 U.S.C. Sec. 1751 et seq, 1773 7 CFR Sec 210.30 Pol. 808	Nutrition professionals should administer the school meals program and professional development should be provided, as required by federal regulations. • Schools shall provide adequate space, as defined by the Diocese, for eating and serving school meals. • Students shall be provided a clean and safe meal environment. • Students shall be provided adequate time to eat: ten (10) minutes sit down time for breakfast; twenty (20) minutes sit down time for lunch. • Meal periods shall be scheduled at appropriate hours, as required by federal regulations and as defined by the Diocese. • Students shall have access to hand washing or sanitizing before meals and snacks.
7 CFR Sec. 210.10	Access to the food service operation shall be limited to authorized staff. • To the extent possible, the schools shall utilize available funding and outside programs to enhance student wellness. • Goals of the School Wellness policy shall be considered in planning all school based activities. • Administrators, teachers, food service personnel, students, parents/guardians and community members shall be encouraged to serve as positive role models through school programs, communications and outreach efforts. • Schools shall maintain a healthy school environment, including but not limited to indoor air quality, in accordance with the Diocesan healthy learning environment program and applicable laws and regulations.
42 U.S.C. Sec. 1751 et seq, 1773 7 CFR Sec. 210.10, 220.8	<u>Nutrition Guidelines for All Foods/Beverages at School</u> All foods and beverages available in the schools during the school day shall be offered to students with consideration for promoting student health and reducing obesity. Foods and beverages provided through the National School Lunch or School Breakfast Programs shall comply with established federal nutrition standards. Foods and beverages offered or sold at school-sponsored events outside the school day, such as athletic events and dances, shall offer healthy alternatives

	in addition to more traditional fare.
7 CFR Sec. 210.11, 220.12a, 210.31	*Competitive Foods –* Competitive foods available for sale shall meet or exceed the established federal nutrition standards (USDA Smart Snacks in School). These standards shall apply in all locations and through all services where foods and beverages are sold to students, which may include, but are not limited to: a la carte options in cafeterias, vending machines, school stores, snack carts and fundraisers.
7 CFR Sec. 210.11, 210.31	Competitive foods are defined as foods and beverages offered or sold to students on school campus during the school day, which are not part of the reimbursable school breakfast or lunch.
7 CFR Sec. 210.11, 210.31 Pol. 229	For purposes of this policy, school campus means any area of property under the jurisdiction of the school that students may access during the school day. For purposes of this policy, school day means the period from midnight before school begins until thirty (30) minutes after the end of the official school day.
7 CFR Sec. 210.11	*Fundraiser Exemptions –* Fundraising activities held during the school day involving the sale of competitive foods shall be limited to foods that meet the Smart Snacks in School nutrition standards, unless an exemption is approved in accordance with applicable Board policy and administrative regulations. The school may allow a limited number of exempt fundraisers as permitted by the Pennsylvania Department of Education each school year: up to five (5) exempt fundraisers in elementary and middle school buildings, and up to ten (10) exempt fundraisers in high school buildings. Exempt fundraisers are fundraisers in which competitive foods are available for sale to students that do not meet the Smart Snacks in School nutrition standards. The school shall establish administrative regulations to implement fundraising activities in Diocesan schools, including procedures for requesting a fundraiser exemption. *Non-Sold Competitive Foods –* Non-sold competitive foods available to students, which may include but are not limited to foods and beverages offered as rewards and incentives, at classroom parties and celebrations, or as shared classroom snacks, shall meet or exceed the standards established by the school. If the offered competitive foods do not meet or exceed the Smart Snacks in School nutrition standards, the foods and beverages shall not be used as a reward for classroom or school activities unless the reward is an activity that promotes a positive nutrition message (e.g., guest chef, field trip to a farm or farmers market, etc.). • Classroom parties and celebrations shall offer a minimal amount of food containing added sugar as the primary ingredient. • Classroom parties/celebrations with food/beverages shall be limited to no more than one (1) per month in each classroom. • Parents/Guardians shall be informed through newsletters or other efficient communication methods that foods/beverages should only be

	brought in when requested for scheduled parties. Fresh fruits/vegetables, water, 100 percent juice, 100 percent juice diluted with water, low-fat milk or nonfat milk shall be offered. Schools shall provide a list of suggested nonfood ideas and healthy food and beverage alternatives to parents/guardians and staff.
7 CFR Sec. 210.11, 210.31	*Marketing/Contracting* – Any foods and beverages marketed or promoted to students on the school campus during the school day shall meet or exceed the established federal nutrition standards (USDA Smart Snacks in School) and comply with established Board policy and administrative regulations. Existing contracts shall be reviewed and modified to the extent feasible to ensure compliance with established federal nutrition standards.
Pol. 209.1	<u>Management of Food Allergies in Diocesan Schools</u> The school shall establish regulations to address food allergy management in order to: • Reduce and/or eliminate the likelihood of severe or potentially life-threatening allergic reactions. • Ensure a rapid and effective response in case of a severe or potentially life-threatening allergic reaction. • Protect the rights of students by providing them, through necessary accommodations when required, the opportunity to participate fully in all school programs and activities.
	<u>Safe Routes to School</u> Schools shall cooperate with local municipalities, public safety agency, police departments and community organizations to develop and maintain safe routes to school.

BISHOP MCDEVITT HANDBOOK AGREEMENT 2026-2027

The 2026-2027 Bishop McDevitt High School handbook is available on the school's portal at www.plusportals.com/mcdevitths. The handbook and all School Policies and Regulations of the Diocese of Harrisburg are construed as part of an agreement existing between the student/parent and the school. This book may be amended during the year by the Administration, and parents will be promptly notified of those changes. This agreement is designed to protect students and parents from situations resulting from misunderstandings of school policies and expectations. Each student must have this form signed and on file in school no later than Friday, August 28th, 2026.

Continued enrollment demonstrates the following:
We have received and read the 2026-2027 Bishop McDevitt High School Student Handbook. We agree to be governed by this book, and by any addenda which may be announced throughout the school year. We understand and agree that we are responsible for knowing and understanding its contents and abiding by the procedures, rules, and policies set forth in the handbook.
We understand that the handbook does not create any obligations, express or implied, on the part of the diocese or school. We understand that any amendment of the handbook will always govern and supersede any prior versions.