



Student and Parent Handbook

2019-2020

Welcome to Jacksonville Torah High School!

We are looking forward to an amazing year of personal development, academic achievement, friendships, inspiration, and fun!

In this handbook you will find guidelines to help ensure our year will be pleasant and productive for everyone.

ATTENDANCE AND LATENESS

Regular attendance is essential for success in school. Students are required to be **IN CLASS** and **ON TIME** throughout the day.

If a student misses a class or a day, it is the student's responsibility to make up the missed classwork and homework and to make arrangements with the teacher for any tests/work missed during the absence.

Examples of excused absence/lateness:

- Illness
- Doctor appointments only when unable to be scheduled outside of school hours
- Absences within reason due to a family simcha
- Occasional lateness due to weather or unexpected traffic conditions

Examples of unexcused absence/lateness:

- Individual or family trips
- Babysitting, errands, chores in the home
- Inadequately functioning carpools

When a student has a planned excusable absence, the parent must inform the school ahead of time. If a student is going to be absent on the day of a scheduled exam, she must make arrangements with the teacher in advance.

Missing ("cutting") class without prior authorization may result in the student losing points on her report card grade or other disciplinary action at the discretion of the administrator. Arriving at a class excessively late or staying out for an excessive time is also considered "cutting" class.

LEAVING PREMISES

A student is permitted to leave school during lunch break only if her parent has signed and returned the consent form. She must sign out in the office and sign in again upon her return. Students who leave school during lunch are expected to return on time for the next class. Failure to do so may result in losing the privilege of leaving during lunch. A student may not

leave school at any other point during the school day unless she has a note from her parent or a parent personally comes to sign her out of school.

COURTESY AND NEATNESS

In Mishlei, 3:17, Shlomo Hamelech says about the Torah, "Its ways are ways of pleasantness." The end result of keeping the Torah properly should be refined character. When a young lady behaves in a dignified and courteous manner, she creates a Kiddush Hashem and makes a statement about herself as an individual, about the school she represents, and about the Jewish people as a whole.

Students are expected to

- act with respect and consideration towards teachers, administrators, peers, and others with whom we share our space.
- keep our space clean and neat. This is an important part of creating a positive atmosphere and respecting those around us.
- respect school property and property of other students. Writing on furniture or walls or otherwise destroying school property or other students' property is not permitted.
- ensure that all music, activities, and language are appropriate at all times, including breaks. Only Jewish music is permitted at school.

RESPECTING OUR DIVERSITY

One of the unique features of JTTHS is the diversity of our students. Students come from different cities, different backgrounds, and may feel comfortable at different levels of religious observance.

Each of us is on our own life journey. Please be sensitive to the needs and feelings of students who are different than you are.

This includes things like

- not making fun of another student for differences in academic performance or religious observance
- not exposing another student to language, music, dress or behavior that would offend her
- not influencing another student to engage in behavior that is not appropriate for her
- accepting others and supporting them to become their best selves they can be!

DRIVING TO SCHOOL

Students may drive to school only with written parental consent.

Students may only go in a vehicle driven by another student with explicit written parental permission specifying the student driver(s).

Parents and students are asked to please drive slowly and with care.

DRESS CODE

JTHS dress code follows Torah modesty laws and must be followed at school and at all school events and functions. A \$5 fine will be imposed for dress code infractions and students will be sent home to change.

Shirt:

- Long sleeve, collared, button down shirt in any solid color;
- Shirts must be opaque, not see-through;
- Shirts must be buttoned all the way up to the collar. Collar button only may be left open;
- Shirts must extend down to the hipbone and may be tucked or untucked;
- Shirts must not be overly tight;
- Every student must have at least one white shirt. A white camisole or layering tee shirt may be worn underneath if the shirt is not sufficiently opaque on its own.

Skirt:

- Black, navy blue, or gray **maxi** skirt;
- Skirts must be opaque, not see-through;
- A-line or flairy styles only; no straight or pencil skirts;
- No slits.

Sweatshirts:

- Sweaters, cardigans or hooded sweatshirts must be solid and without writing or pictures;
- A small brand name or logo on the sweater is allowed as long as it is not suggestive of an inappropriate message.

Footwear:

- Respectable closed-toe flats or sneakers should be worn;
- No slippers;
- Please bring or wear sneakers on PE days.

PE

- Baggy sweatpants may be worn for yoga;
- One-piece swimsuit must be worn for all school swimming activities;
- Swimsuit may not be high cut at the legs or revealing at the chest area.

Please see the guide at the back of the handbook for examples.

Students are encouraged to be a positive reflection of the values of JTHS and dress according to halacha (covered knees, elbows, and collarbone) even when they are not in school. It is incumbent upon each of us to remember this especially when in shul on Shabbat and Yom Tov.

ACCESSORIES

Students are expected to dress conservatively and tastefully, including their makeup, nail polish and hair.

Restrictions in this area include but are not limited to:

- Piercings other than earrings
- Dyeing or bleaching hair to an unnatural color or in streaks
- Overly large earrings or jewelry
- Extreme styles or colors of nail polish
- Heavy makeup (light or modest makeup in natural colors is allowed)

If you are in doubt as to whether your accessory may be appropriate for school wear, please ask the administration before wearing it to school.

FOOD

- All food brought to school must be kosher.
- Any food meant for sharing with others must be in a sealed package and bear a reliable kosher certification. A list of reliable kosher certifications can be found at <http://www.crcweb.org/agencies.pdf>.
- Gum is not allowed at school.

ELECTRONICS GUIDELINES

In order to maintain an environment which promotes learning and minimizes distraction, only the student's school computer and the school's internet may be used in school. No other internet devices or technological devices will be allowed in school, unless an exception is made with express advance permission from the Administration.

Classroom management software will be installed on each student's computer to filter content and monitor use both in and out of school. This will help students to stay on task and create accountability for students' computer use in school.

CELL PHONES

All cell phones and other electronic devices must be turned in to the designated box in the front

office on arrival. They may be picked up at dismissal. Students may use the school phone to make necessary calls during school hours.

DAVENING

The davening period at school is the time for all students to daven. Students are not permitted to daven at home except for birchos hashachar.

MEDICATION

Dispensing of over the counter or prescription medication requires written parental consent.

EXTREME BEHAVIOR

The following severe behaviors and actions are never permitted and will be dealt with accordingly:

- Stealing from the school or from others
- Damaging school property or the property of others
- Possession of illegal substances
- Possession of a weapon
- Inappropriate behavior in boy-girl relationships
- Academic cheating
- Repeated profanity/disrespect
- Bullying

RESPONSIBILITIES OF PARENTS

JTHS is privileged to have wonderful students, families, and teachers. JTHS is committed to the physical and emotional welfare of our students both in school and at home, during school hours and beyond. We strive to foster excellent behavior and morals in our students.

At the same time, outside culture and peer pressure may negatively affect students despite the values we teach at home and at school. Please help us create an uplifting school environment by:

- communicating concerns promptly, before they grow into big problems. We welcome your input as we grow and learn together.
- creating a positive feeling about the school, students, and teachers. This cultivates a nurturing learning environment.
- helping out in any way you can (hosting events, volunteering at school or extracurricular trips and projects etc). Your involvement gives your daughter the message that you care about her school learning and experience.

- encouraging your daughter to complete her work on time and to strive for excellence!

The best indicator of success is a positive attitude and a willingness to learn. Let's put forth our best for a successful year!

Dress Code Examples

Good:

Shirts



Skirts



Not Good:

Shirts

			
Too open at neckline	Not solid	Does not button all the way up	No collar

Skirts

	
Has a slit	Not a maxi skirt