



MERIDIAN SCHOOL

Student Handbook
2015 – 2016

Welcome

Welcome to Meridian School! We are so happy that you are a student at Meridian and a part of the Meridian community. For many years, students at Meridian School have come from Utah and many different parts of the world, and we welcome your talents, perspective, culture and voice that will contribute to our community.

Meridian School was founded in 1989 as an independent, liberal arts private school. The school continues in the tradition of a classical education with a vision of personalized learning and global perspective. The word “meridian” refers to the hour of noon—the time of day when the sun is at its highest point. It is most brilliant and strong and gives all living things the necessary light to grow and develop. Meridian symbolizes the brightness of hope that we see in students from diverse backgrounds. It represents the connection between teachers and students, knowledge and learning.

At Meridian, faculty and administration are dedicated to providing an exemplary education in a secure and nurturing environment for all students. Please read the following information to become familiar with the school’s standards, policies and its aspirations towards light and truth that are the defining features of Meridian School.

Mission Statement

Meridian School will instruct, inspire, and empower students to reach their potential so that their inborn luster may shine forward into all the world as the Meridian sun.

Diversity Statement

The Meridian School community respects the diversity in our students, faculty and administration, including differences in culture, race, ethnicity, national origin, religion, age, gender, learning and physical abilities and socioeconomic status. Meridian School grants the rights, privileges, programs and activities at the school to each and every student.

Honor Code

The Meridian School community fosters an environment where care and respect for one another is our foundation. Students, faculty and administration contribute to an atmosphere that is inspiring, inclusive, nurturing and safe for everyone.

The Honor Code at Meridian School expects students to conduct themselves with honor, integrity and respect for others. Meridian students do not lie, cheat, steal or inflict physical, mental or emotional harm to others or their property. Students pledge to follow all school rules as outlined in the Code of Conduct. At the same time, students are not to tolerate the actions of others who do not uphold the Code of Conduct, and should report such activity to the faculty or administration. It is of utmost importance to the administration and faculty that students thrive in a secure environment where learning, and a love for learning, flourish, while enabling students to develop their potential and a better global understanding of the world in which they live.

Academic Standards

The vision of Meridian School is to be the standard of excellence for 7-12 educational institutions in the United States and abroad in terms of student achievement and best-in-the-world educational practices.

Meridian School produces leaders, thinkers, and doers who will excel in higher education, the workplace, and the family. A Meridian education is characterized by rigorous intellectual skills, high moral standards, and balanced social and emotional development.

Graduation Requirements

Students who attend Meridian School must complete a rigorous core curriculum in English, mathematics, history, foreign language and science prior to graduation. A variety of non-core electives in fine arts, debate, social sciences, physical education and technology further enable students to grow intellectually, artistically, athletically and morally. To receive a Meridian diploma, students must earn the following requirements:

English

Four credits of LA equivalent to below

- Class 9: Language Arts & Ancient Literature
- Class 10: Language Arts & Modern World Literature
- Class 11: Language Arts & American Literature
- Class 12: AP English Literature & Composition

History

Four credits of History equivalent to below:

- Class 9: Ancient World History
- Class 10: Modern World/European History
- Class 11: American History
- Class 12: Senior Seminar or AP U.S. Government and Politics

Math

Four credits of progressive Mathematics equivalent to below:

Algebra 2, Geometry, Pre-Calculus, Calculus AB and BC, and Statistics

Science

Three credits of Science equivalent to below:

- Class 9: Anatomy and Physiology
- Class 10: Chemistry
- Class 11: Biology
- Class 12: Physics or Psychology

Foreign Languages

Three credits in one or more foreign languages.

2 Credits in Fine Arts Electives

2 Credits in Physical Education Electives

2 Credits in Other Electives

International students, who do not speak English as their first language, have the option to take several core classes with English as a second language: ESL English, ESL History..

Academic Honors

Honor Roll is recognition for students with a GPA of 3.4 and higher and with no grade C+ or below and no incompletes in any course taken during the semester.

High Honor Roll is a distinction for students with a GPA of 3.7 and higher and with no grade C+ or below and no incompletes in any course taken during the semester.

For a student who makes Honor Roll both semesters in an academic year, the student is recognized as a **Meridian Scholar**. When a student achieves High Honor Roll both semesters of the school year, the student is awarded **Meridian Scholar with Distinction**. These honors will appear on the student's Meridian School transcript.

Meridian School Grading Scale

The following scale will be used for determining grades:

Letter Grade	Numerical Value	Percentage
A	4.0	94% - 100%
A-	3.7	90% - 93%
B+	3.4	87% - 89%
B	3.0	84% - 86%
B-	2.7	80% - 83%
C+	2.4	77% - 79%
C	2.0	74% - 76%
C-	1.7	70% - 73%
D+	1.4	67% - 69%
D	1.0	64% - 66%
D-	0.7	60% - 63%
F	0	59% -
P	0	Non-graded Pass
I	0	Incomplete

Incomplete Coursework

Teachers will assign a student an "I" (incomplete) at the end of a grading period when a student has not been able to complete an assignment or a final exam due to illness or family emergencies. A student with a grade of "I" must complete the course work by the end of the following term or summer. Failure to complete the necessary course work will result in a letter grade of "F" on the student's transcript.

Academic Probation

A student in Middle or Upper School is placed on academic probation at the end of the grading period for one or more of the following reasons:

1. A grade of C- in half (3) of core classes
2. A grade of D+ or lower in any core class
3. A GPA of 1.75 or lower

For foreign language and math classes, a student must receive a grade of C or higher in order to pass and move on to the next level. Please note that any student on probation will not be allowed to participate in school sports or extra-curricular activities until he or she is removed from academic probation. Students may also be assigned to attend lunch hour study labs until their grade is satisfactory. Students assigned to study labs are expected to attend until they are notified by the administration that they have been taken off probation. Private tutors may also be required to help in certain areas of study. We are anxious for our students to succeed and strive to support them in their efforts.

Students who are on academic probation two times during a school year will be in jeopardy of losing their enrollment at the school. Contracts may not be automatically renewed for the next school year. However, each student's situation will be considered individually; effort, overall academic performance, and behavior will all play a part in the contract decision.

Online Student Progress

In order for parents and students to be informed of academic progress, faculty maintain an online grading system. Students and parents are able to log on and see missing assignments, quiz and test scores and current grades in all subjects.

International Community

Meridian School provides an exceptional education and an outstanding American experience for international students. While at Meridian, students from other countries learn English, prepare for the TOEFL exam, and receive assistance to gain entry to an American college or university. Living with local homestay families and participating in the school's international program and activities gives international students a comprehensive American experience. We encourage native English speakers to establish friendships with the international peers. This way both parties can be enriched by new friendships and perspectives, and gain skills that will help them become successful global leaders.

Bell Schedule

First Lunch

Monday/Wednesday

8:30-8:55 Mentoring
9:00-10:00 M1
10:05-11:05 M2
11:10-11:50 Lunch
11:50-12:50 M3
12:55-1:55 M4
2:00-3:00 M5

Tuesday/Thursday

8:30-9:55 T1
10:00-11:00 T2
11:00-11:40 Lunch
11:40-12:05 T2
12:10-1:30 T3
1:35-3:00 T4

Friday

8:30-8:55 Mentoring
9:00-9:55 1st
10:00-10:55 2nd
11:00-11:35 Lunch
11:35-12:30 3rd
12:35-1:30 4th
1:35-2:30 5th

Second Lunch

Monday/Wednesday

8:30-8:55 Mentoring
9:00-10:00 M1
10:05-11:05 M2
11:10-12:10 M3
12:10-12:50 Lunch
12:55-1:55 M4
2:00-3:00 M5

Tuesday/Thursday

8:30-9:55 T1
10:00-11:25 T2
11:25-12:05 Lunch
12:10-1:30 T3
1:35-3:00 T4

Friday

8:30-8:55 Mentoring
9:00-9:55 M1
10:00-10:55 M2
11:00-11:55 M3
11:55-12:30 Lunch
12:35-1:30 M4
1:35-2:30 M5

Dress Code

Purpose: The purpose of the Dress Code is to provide for:

- Unity
- Modesty
- Encouraging good behavior
- Removing distractions from the learning environment
- Elimination the classifying of students or cliques through clothing

Dress Code adherence will be checked daily by teachers and administrators. Students are expected to remain in Dress Code clothing at all times while on campus, including before school and after school unless other permission is obtained from an administrator.

Shirts

1. Collared shirts, polo shirts, Henley style shirts and blouses are approved. Sweaters and light jackets in solid colors, stripes and/or plaids are permitted; however, they may not have an image on them and the hood is never to be up.
2. Emblems allowed, but must be no larger than one inch.
3. Outerwear jackets and coats are not permitted inside the classroom.
4. Non Merit/Meridian T-shirts and Non Merit/Meridian pullover sweatshirts are not permitted.
5. Bare shoulders and midriffs are not allowed.
6. Sleeves are to be no shorter than a cap sleeve.
7. Shirts are to be modest. Undershirts must be worn under low tops.
8. See through shirts are not permitted.
9. T-Shirts may be worn under button up shirts as long as the outer shirt is buttoned up.
10. Merit/Meridian T-shirts may be worn on Fridays.

Pants, Shorts and Skirts

11. Approved pants include dress pants, slacks, cords, and cargo style.
12. Pants, shorts and skirts are to be worn at the hip at all times.
13. Shorts and skirts are to be no shorter than 3 inches above the knee when worn without leggings.
14. If wearing leggings the top/shirt/skirt must be fingertip length.
15. Colored denim is acceptable.
16. No blue jeans Monday – Thursday
17. Sweats, track pants, warm ups or pajama pants are not permitted.
18. If wearing leggings the top/shirt must be fingertip length.
19. Pants, skirts and shorts must be hemmed at the bottom with no frayed edges and no holes.

Shoes

20. Shoes are to be kept in overall good condition with no holes or rips.
21. Flip flops are not permitted.

Additional Dress Code Guidelines

22. Students must adhere to the dress code during school hours except under special circumstances that will be determined by the Administration.

23. Students must present a modest, clean and neat appearance at all times. All clothing must be clean, appropriately sized and correctly worn. Clothing must be worn right side out. No torn or ripped clothing is permitted.
24. Hair must be kept neat, groomed and clean cut. Radical or outlandish hairstyles and irregular hair colorings (any color that doesn't occur naturally) are not permitted. This is determined by administration.
25. Hats may not be worn except for religious or medical reasons and must be approved by administration.
26. Make-up must be appropriate for school. This is determined by the administration.
27. No skulls, no drug/alcohol/gang references.
28. No gauges.

Ameritus Dress –Ameritus Day is regularly scheduled for the last Thursday on each month unless otherwise notified by Administration.

29. Khaki/tan or navy blue slacks or skirts. (No colored denim, cargo, capris or shorts.)
30. White button-up shirt, turtle neck, or blouse. (Blouse definition: a loose fitting garment, covering from the neck to the waistline, with or without a collar.)
31. Navy blue or maroon blazer, dress jacket, sweater, cardigan or vest. (No coats or athletic jackets)
32. Tie or scarf; primarily maroon or navy blue.
33. Black or brown dress shoes.

Attendance Policy

School attendance has a direct impact on a student’s level of academic achievement. In order to make the most of one’s educational opportunities, a student must have consistent, punctual, daily attendance. It is primarily the responsibility of the secondary student to achieve punctual, daily attendance as set forth in the Utah compulsory education requirements, Utah Code Ann. 53A-11-101, et seq. A parent may contact the school to obtain current attendance information regarding his/her student. A parent may monitor their student’s attendance by accessing the Student Information System (SIS) through Meridian School’s website at: <https://merit.usoe-dcs.org/login/> Students are required to attend each class, on time, every school day, unless properly excused. Repeated truancy, on or off campus, may result in a Concern Letter, a Notice of Truancy, a Habitual Truancy Citation, fines, attendance recovery (detention), suspension, expulsion, Juvenile Court referral, alternative placement, Board release, or other interventions.

Meridian requires that all students achieve mastery in the basic skills, and any absence from school interferes with the student’s opportunity to master these skills. In an effort to increase student success, to prepare students for attendance expectations in their future careers, and to exemplify our commitment to excellence, Meridian has established the following attendance policy.

ATTENDANCE POLICY GOALS

Meridian's Attendance Policy will help students accomplish the following goals:

- Provide all students and teachers the opportunity for success in the classroom.
- Promote responsible behavior by teaching students to be accountable for their attendance.
- Give parents the tools to promote good student attendance.
- Support state policies.

As per “Utah State Office of Education Guidelines for School Attendance”, our teachers will be highly encouraged to consider attendance as part of the classroom-level grading strategy. All Meridian School teachers will be advised to include attendance as 10% of the student’s grade in the class. In addition, teachers will be encouraged and supported in the decision to have bell work as 5% of the student grade. Students with extenuating circumstances or health issues will be considered as exceptions to this policy on a case by case basis, by administrative decision.

Absences

The following are the SIS attendance codes and definitions that are school related and do not require parent action.

Code	Description	Definition
E	Excused Absence	A parent contacts the attendance office to excuse an absence within 5 school days
O	Office Excused	A student is meeting with a counselor or administrator
V	Vacation Absence	A student has completed a vacation form prior to being absent. (Vacation forms and instructions are available on the website or at the front office)

A	Activity Excused	A student is missing class due to a school approved activity.
H	Homebound	A student is missing school for 10 or more days. A doctor's note is required and must be turned in to the attendance office before absences are excused.
M	Made up Absence	A student has made up any type of absence in Attendance School.
R	Made up Tardy	A student has made up any type of tardy in Attendance School.

The following are the SIS attendance codes that are used to notify parent, students, and administrators that there is a possible problem. These codes and their definitions require parent and/or student action within the defined time period:

Code	Description	Definition
X	Absence	A student is not in attendance during class and the absence has not yet been excused. A parent has 5 school days to excuse absence.
U	Unexcused Absence	A student is not in attendance during class and not excused after 5 school days. Absence must be made up in attendance school within 10 days of absence.
S	Sluff	A student is caught out of class unexcused. Absence must be made up in attendance school within 10 days of absence
Z	Suspension	A student is suspended from school for various reasons. Parent will be notified by administration of suspension. No further action is required by the parent.

Absence Procedures

Parent action for attendance:

Parents must contact the school and provide the reason for the absence. Failure to provide a reason for the absence will cause the absence to be documented as Unexcused. Notification may be by telephone or by signed note. All validly excused absences may be excused if the school is notified within five (5) calendar days following the absence. The five (5) calendar day time limit, however, does not extend beyond the end of the term. All absences must be excused by the last day of each term.

You may excuse your student's absence through the attendance secretary by:

- Calling 801-491-7600, Option 1, leave detailed message on attendance voicemail.
- Sending a note with your student to be taken to the front office.

Please note:

- Absences must be excused within five (5) school days.
- Unexcused absences and sluffs must be made up with* attendance recovery within ten (10) school days.
- School administrators may evaluate requests to approve extended or excessive absences. Such absences may be excused so long as the absences do not negatively impact the academic progress of the students. The decision to mark an absence “excused” is within the discretion of the school administration. School administrators have authority to grant exceptions to the above procedures in situations involving unforeseen circumstances.

Parents should excuse students only for the following reasons:

- Illness
- Medical or dental appointments
- Family emergencies
- Death of a family member or close friend
- Family activity or travel (Any vacation excused days should be excused one week in advance of the vacation. Pre-arrangements should be made with each of your student’s teachers of how missed work will be made up.)

Student action:

1. Once a student has been excused, it is the student’s responsibility to make up any work missed. Missed work must be made up within five (5) school days from the day the student returns to school to receive full credit. Credit work received after the allotted five (5) days will be at the discretion of the teacher.

2. A student is allowed 3 unexcused absences per term before recovery action is required. For an unexcused day, or the equivalent thereof (4 class periods), exceeding the 3 allowed days, or the equivalent thereof (12 class periods), a student must complete 1 hr. of *attendance recovery. It is the responsibility of the student to arrange Attendance Recovery.

3. Sluffs must be made up in attendance recovery. One hour of attendance recovery is required for each sluff. It is the responsibility of the student to arrange Attendance Recovery.

4. Students in need of attendance recovery will be given a written notice to visit the attendance secretary. Students who have not cleared up/made up any attendance issues within a two week period of that notice will no longer be eligible to participate in extracurricular activities at Meridian School until the unexcused absences have been excused or made up through attendance recovery. Extracurricular activities include, but are not limited to, some field trips, clubs, athletic games and activities, theater, dance competitions, school dances and any other sponsored school activities taking place outside of regular school hours.

***Attendance recovery** is time spent during non-school hours doing homework, studying, or rendering service for the school. Attendance recovery is time spent with a teacher of the student’s choice if the student’s grades are at or above a C average in every class. If they have a class/classes where the current grade posted is below a C average, the student will be required to choose that class or from those classes where they need the most extra study/homework time. Attendance recovery will be spent with that teacher.

Violation of Policy

Violation of this policy may bring about consequences, including, but not limited to, a Concern Letter, a Notice of Truancy, a Habitual Truancy Citation, Notice of compulsory Education Violation, Compulsory Education Violation, fines, Attendance Recovery, suspension, expulsion, Juvenile Court referral, referral to the Utah County Attorney’s Office, alternative placement, Board release, or other interventions.

“Habitually Truant” is when a student who is at least twelve (12) years of age or older is truant at least ten (10) times in a particular class period or a total of forty (40) truanancies in all class period during the current school year; OR fails to cooperate with the efforts of school authorities to resolve the student’s attendance problems as set forth in Utah Code Ann., 53A-11-103.

“Concern Letter” is a letter mailed to the parent of a student who has five (5) truanancies in a particular class period or a total of twenty (20) truanancies in all class periods during the current school year. The letter informs the parent of their student’s attendance problems, request help in solving the attendance problems, and informs the parent of possible school action if the truanancies continue.

“Notice of Truancy” is a written notice mailed to or served on the parent of a student who is a least twelve (12) years of age or older who has ten (10) truanancies in a particular class period or a total of forty (40) truanancies in all class periods during the current school year. The “Notice of Truancy” shall contain the notifications and provisions required Utah Code Ann., 53A-11-101.7(4).

“Habitual Truant Citation” means a citation issued by Meridian School’s Attendance office (Truancy Specialist) or school administrator to a habitually truant student referring the student to Juvenile Court. A “Habitual Truant Citation” is issued when: the student has been truant an additional five (5) times in a particular class period or a total of twenty (20) additional truanancies in all class periods during the current school year after the Notice of Truancy has been issued; the school has made reasonable efforts described in Utah Code Ann., 53A-11-103 to resolve the student’s attendance problems; AND the efforts to resolve the student’s attendance problems have not been successful.

In addition to the above mentioned consequences for violation of Meridian School’s Attendance Policy, the following should be noted:

If you are planning a family event and your student will miss school for an extended amount of time (more than 3 days), you will need to notify the office and all of your student’s teachers at least one week in advance.

Tardies

The following are the SIS attendance codes used to alert parents, students, and administration that the student has been marked tardy. All tardies require parent and/or student action.

Code	Description	Definition
T	Tardy	A student entered class after the tardy bell rang, but is no more than 15 minutes late.
L	Late Tardy	A student entered class at least 15 minutes late, but no more than 30 minutes late.

K	Excused Tardy	A student entered class after the tardy bell rang, and was excused by a parent by phone call, sign in, or note.
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Parent Action

- Tardies for the first class/period of your student’s day are excusable within five (5) school days of the tardy. Students who have more than three unexcused tardies will be required to complete *tardy recovery.
- If a student has been checked out by a parent and then returns to school after class has started, the parent may excuse the tardy to that class. No other tardies, outside of first period, can be parent excused.
- Parents may not excuse students for being tardy from lunch, unless they were officially
- Checked out by the parent prior to lunch beginning.

Student Action

- When a student is late it affects the entire class. Each student and teacher has the right not to be interrupted by a tardy student. For this reason, administration supports and encourages teachers who provide bell work assignments, which will be graded. Students that come late to class, for any reason, including parent excused tardies, will not be allowed to make up bell work assignments.
- Tardies that exceed more than three (3) unexcused tardies per class need to be made up in tardy recovery. It is the responsibility of the student to arrange tardy recovery.
- Students in need of tardy recovery will be given a written notice to visit the attendance secretary. Students who have not cleared up/made up any tardy issues, within a two week period of that notice, will no longer be eligible to participate in extracurricular activities at Meridian School until the unexcused tardies have been excused or made up through tardy recovery. Extracurricular activities include, but are not limited to, some field trips, clubs, athletic games and activities, theater, dance competitions, school dances and any other sponsored school activities taking place outside of regular school hours.

***Tardy recovery** is time spent during non-school hours doing homework, studying, or rendering service for the school. Tardy recovery is time spent with a teacher of the student’s choice if the student’s grades are at or above a C average in every class. If they have a class/classes where the current grade posted is below a C average, the student will be required to choose that class or from those classes where they need the most extra study/homework time. Tardy recovery will be spent with that teacher. ½ hour of tardy recovery will be required to make up all unexcused tardies accumulated within the 2 week reporting period.

Check Out Procedures

Students leaving the campus for any reason during school hours must check out with the front office. Students can only be released with a parent’s permission. Parents may provide permission by:

- Sending a written note,
- Calling the front office,
- Or coming into the school.

Students who are 18 years or older are still required to follow the same check-in and check-out procedures. 18 year olds may be granted special check-in/check-out permission upon parent request and with parent signature by contacting the front desk.

Rewards

At the end of each term, students with no outstanding attendance deficiencies will become eligible for activities as set aside and scheduled by Meridian School administration.

Health and Safety

Medication

The Director of Health must be informed of any prescription medication that a student is required to take at school. If a student needs to take non-prescription medication (i.e. Tylenol) during the school day, permission must be granted by a parent/guardian on the Meridian School Health form. The Director of Health will administer non-prescription medications as permitted.

Accidents

The Director of Health will administer initial treatments of minor injuries. If the injury is serious and warrants further care, the student's emergency contact will be notified immediately by phone. Please be certain that all contact information is up-to-date with the school.

Code of Conduct

As a part of the Meridian community, each student is responsible to know and adhere to the Code of Conduct. Parents are also responsible to understand the Code of Conduct and support their student in abiding by these rules.

In Class Behavior: All students are expected to be attentive and respectful in class. Any disrespectful behavior will not be tolerated.

Behavior Towards Others: All students should treat school administrators, teachers and each other with respect. This includes refraining from offensive language and inappropriate physical action. The environment at Meridian School does not tolerate aggressive, demeaning or bully-like behavior, either on-campus or off-campus, including online and through social media.

Federal law prohibits sexual harassment of any kind by students or employees of Meridian School. Any joke, gestures, physical contact, negative or offensive comments, written or verbal that is humiliating or derisive, creates an uncomfortable learning environment. Violations will result in immediate suspension or other appropriate action.

Cheating: Honesty is expected of everyone in all activities. Any student caught cheating on assignments or tests will receive a zero in score.

Plagiarism: Plagiarism refers to copying others' work without proper and explicit credit. This includes downloading information from the internet and passing it off as one's own. Students must put into their own words what they have learned from their research or cite resources appropriately. Plagiarized work will not receive course credit, and the student will not have additional opportunities to complete the assignment.

Cell Phones and Electronics: Cell phones and MP3 players are allowed at school but must be turned off and in backpacks or lockers during all class times. Laptop computers and calculators are permitted in classrooms for instructional purposes only. Abuse of any electronic device may result in confiscation.

Student Internet Use: A student's use of computers and the internet at Meridian School is a privilege. Use of computers and the internet are for educational purposes, as required for class assignments. In using computers and internet access at the school, students agree to obey all state and federal laws and regulations. It is not acceptable for students to post inappropriate messages, view illicit sites, threaten or disparage members of the school community or the school online or through social media. If a student violates this rule and misuses school computers and/or internet access, there will be a loss of network privileges and disciplinary action will follow.

School Photographs: By enrolling a student at Meridian School, parents and the student understand that photographs taken by the school or a third party for school purposes are the property of the school. Meridian School may transfer or use photographs in school brochures, newsletters, advertising, posters, displays, slide shows, video tapes, catalogues, electronic images on the school's website and like publications or literature without limitations or reservations.

On-Campus Lunch: Students may bring their lunch to school, and microwaves are available in the school lunchroom. Students also have the option to purchase a reasonably priced hot or cold lunch from the school cafeteria.

Off-Campus Lunch: The setting of Meridian School and its location within the community supports our need for an open campus. We offer the privilege of off-campus lunch to students in ninth through twelfth grades. High school students may leave campus during lunchtime to visit local establishments and must return in time for afternoon classes.

Field Trip Policy: By enrolling a student at Meridian School, parents give permission for their student to participate in off-campus field trips and activities as scheduled by Meridian School faculty and staff. Parents/guardians will be notified in advance of field trips and may be asked to assist with transportation.

Smoking, Drugs and Alcohol: Meridian School has zero tolerance for the use of and distribution of cigarettes, drugs and alcohol on campus and when a student is at a school-sponsored activity. Any student caught with cigarettes, drugs and/or alcohol during school or in attendance of a school-sponsored activity will be suspended or expelled without a refund of tuition. Any student coming to school or a school activity intoxicated or under the influence of drugs will be suspended or expelled immediately without a refund of tuition.

Any illegal activity may result in suspension or expulsion from Meridian School without refund of tuition, even if it does not take place at or during school.

Animals: Students are prohibited from bringing pets or animals to class. School related activities or projects that necessitate bringing a pet to school must be approved by the teacher and may only be brought to that activity.

Care of facilities: Students are responsible for the care and upkeep of their school. They share this responsibility with the administration and faculty for the condition of the building and grounds. Students are expected to pick up their own trash, keep the area around their lockers neat and clean and help those around them to do the same. Graffiti and damage to school property will not be tolerated. Students who damage school property will be responsible for full restitution.

Conduct Referrals

Each type of infraction will result in 1 to 10 demerits for the student, as determined by the teacher or administrator. Following are possible infractions and the number of demerits that are assigned for each:

1. Disrespectful behavior or refusal to cooperate = 1 demerit
2. Uniform violation = 1 demerit
3. Use of prohibited electronic device or cell phone = 1 demerit and confiscation
4. Chewing gum = 1 demerit
5. Tardy to class (unauthorized) = 1 demerit
6. Absent from class (unauthorized) = 2 demerits
7. Inappropriate language and/or gesture = 1-5 demerits
8. Inappropriate physical contact = 1-10 demerits
9. Dishonesty (lying, cheating, stealing, plagiarism) = 4-5 demerits
10. Damage to school property = 4-9 demerits and restitution
11. Illegal use of drugs, alcohol, or tobacco = 10 demerits
12. Other: _____ = 1-10 demerits

Following is a list of consequences associated with the accrual of demerits:

- 4 demerits = student meets with Dean of Students.
- 5 demerits = lunch detention
- 6 demerits = lunch detention
- 7 demerits = lunch detention
- 8 demerits = student meets with parents and Dean of Students
- 9 demerits = lunch detention
- 10 demerits = possible suspension or expulsion

Suspension

Students who violate the school codes and standards may be suspended by the Head of School, at his/her discretion. The consequences of suspension are as follows:

1. Mandatory meeting with parents and Head of School.
2. Zeroes on cheated, plagiarized or missed work.
3. Student will not be allowed to make up any class work or tests that are given during the suspension. Student's grade will be affected by the loss of work.
4. Participation in any school activity during suspension is prohibited. This includes, but is not limited to athletic practices and games, drama performances, competitions, dances, etc.
5. Length of suspension depends upon the offense and the number of warnings a student has been given.
6. Student's permanent record may indicate the suspension from school for discipline.

Dismissal/Expulsion

Students may be dismissed from the school for serious or repeated violations of the Code of Conduct, at the discretion of the Head of School. Students may make a written appeal to the School's Board of Directors within 5 days of dismissal. The Board of Directors will respond within 30 days and their disposition will be final. When a student is dismissed, there is no refund of tuition.

Technology Use

Computer Acceptable Use Policy

It is the policy of Meridian to: (a) prevent user access over its computer network to, or transmission of, inappropriate material via Internet, electronic mail, or other forms of direct electronic communications; (b) prevent unauthorized access and other unlawful online activity; (c) prevent unauthorized online disclosure, use, or dissemination of personal identification information of minors; and (d) comply with the Children's Internet Protection Act [Pub. L. No. 106-554 and 47 USC 254(h)].

Definitions

Key terms are as defined in the Children's Internet Protection Act.

Access to Inappropriate Material

To the extent practical, technology protection measures (or "Internet filters") shall be used to block or filter Internet, or other forms of electronic communications, access to inappropriate information.

Specifically, as required by the Children's Internet Protection Act, blocking shall be applied to visual depictions of material deemed obscene or child pornography, or to any material deemed harmful to minors.

Subject to staff supervision, technology protection measures may be disabled for adults or, in the case of minors, minimized only for bona fide research or other lawful purposes.

Inappropriate Network Usage

To the extent practical, steps shall be taken to promote the safety and security of users of Meridian School's online computer network when using electronic mail, chat rooms, instant messaging, and other forms of direct electronic communications.

Specifically, as required by the Children's Internet Protection Act, prevention of inappropriate network usage includes: (a) unauthorized access, including so-called 'hacking,' and other unlawful activities; and (b) unauthorized disclosure, use, and dissemination of personal identification information regarding minors.

Education, Supervision and Monitoring

It shall be the responsibility of all members of the Meridian staff to educate, supervise and monitor appropriate usage of the online computer network and access to the Internet in accordance with this policy, the Children's Internet Protection Act, the Neighborhood Children's Internet Protection Act, and the Protecting Children in the 21st Century Act.

Procedures for the disabling or otherwise modifying any technology protection measures shall be the responsibility of the school director or designated representatives.

The school director or designated representatives will provide all parents and students a document outlining Meridian's internet safety policies. The document must be signed by both a parent/guardian and by the student before the student is allowed to access Meridian's network.

The document provided will be designed to promote Meridian's commitment to:

- The standards and acceptable use of Internet services as set forth in the Meridian's Internet Safety Policy
- Student safety with regard to safety on the Internet and appropriate behavior while online