Napoleon High School





Guest Application to Attend School Dance

For the safety and security of Napoleon High School students and guests, we require that our students bringing a guest to a school-sponsored dance from another school complete this form and return it to the Napoleon High School office no later than 2 days prior to the dance. No guest will be admitted the night of the dance without having a complete guest application form on file prior to the event. **Guests must provide a photo I.D. at check-in.** **All guest applications must be received by the NHS main office no later than 3:30pm on Wednesday, September 20, 2017.** Dance admission fees are non-refundable.

**NHS Host Information:**

Name of NHS Student (Print): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Grade:\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name of Parent/Guardian (Print): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# NHS Host Responsibility

The host student from Napoleon High School must agree to be personally responsible for the guest’s behavior. Should the guest cause a disruption that calls for intervention by a staff member or chaperone, the host may be held responsible for those actions.

I agree to be personally responsible for my guest: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 **Host Signature (NHS Student)**

My son/daughter has permission to bring this guest to a Napoleon High School Dance.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_

**Host Parent Signature (Parent/Guardian of NHS Student)** **Phone (of NHS Parent)** **Date**

**Guest Information:**

Name of Guest (Print):\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Grade: \_\_\_\_\_\_\_\_\_\_ Age (must be under 21):\_\_\_\_\_\_\_\_\_\_\_\_

Parent Name (Print): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Parent Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

School Attending (FCCC Students must identify their home school):\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Home Phone Number:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Emergency Phone Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**The above student was invited to attend Napoleon High School’s Homecoming Dance:**

**Date of Event:** 9/23/2017 **Location of Event:** 701 Briarheath, Napoleon, Ohio 43545 **Time:** 7:30pm – 11:30pm

# NHS Student and Guest Responsibility

I agree to conduct myself in an appropriate manner. I will provide a valid photo ID at the dance check-in. I have read and will abide by all Napoleon High School rules, expectations, and code of conduct (attached). I will be respectful of all staff and students. Additionally, I will comply with directions from staff members and chaperones. I understand that failure to comply with the school policies may result in removal from the dance, a call to a parent, a call to the guest school administration, and disciplinary action with the current NHS student. Issues involving any type of illegal activity will result in the involvement of law enforcement. Napoleon Area Schools will assume no legal responsibility for the non-NHS student-guest. The guest student must arrive and depart with the host student. Once the guest or host student leaves the event, he/she will not be allowed to return.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**NHS Student Signature Guest Signature**

**\*\*Dear Fellow Administrator:** Please verify that the above names student is enrolled in your school and is a member in good standing. NHS does not permit middle school or junior high students to attend a Napoleon High School dance.

Administrator Name (Print):\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Administrator Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ School Phone Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Behavior Expectations

At Napoleon Senior High School, we believe that each student, staff, and visitor should be treated with courtesy and respect. This will promote and maintain a safe, positive, and appropriate educational climate. The following guidelines will assist each student to develop self-discipline and meet our school’s behavior expectations:

**1. Follow the teacher’s directions the first time that they are given.**

**2. Be in your assigned seat, prepared for class, when the bell rings.**

**3. Show respect for staff and fellow students by speaking courteously and keeping your hands, feet, and personal things to yourself.**

**4. Only use language that is appropriate for this setting.**

**5. Represent yourself, a Napoleon Senior High School student, in a creditable, honorable, respectful, and responsible manner at school and school-related events, at home or away.**

Behavior Code and Discipline

Napoleon Senior High School students, including those attending Four County Career Center, IEC, off-campus CBI, or any other facility while a student of NHS are required to behave in a socially and legally acceptable manner at all times including both on and off the school property including in sight of or in view of school property and/or school personnel/representatives.  Students will treat all school personnel with the utmost respect at all times while on school property and while off school property. Violations of school rules will result in disciplinary actions. The Napoleon Police Department may be called when a student violates a law, which governs the citizens of the Napoleon Area School District.

Definitions of major offenses are as follows.

1. **Dangerous Weapons/Instruments**- Student shall not bring, possess, transmit, conceal, or store any weapon or instrument capable of harming another person such.. This includes any explosive, incendiary or poisonous gas (mace), bomb, grenade, rocket, missile, mine or other device similar to any to the devices listed above. Students are prohibited from bringing or possessing a firearm on school property, in a school vehicle, or to any school-sponsored activity.

2. **Narcotics, Alcoholic Beverages and Drugs-** Student shall not possess, transmit, conceal, consume, show evidence of having consumed, used or offer for sale, or be under the influence of any alcoholic beverages, tobacco products, illegal drugs, unauthorized prescription drugs, unauthorized nonprescription drugs, look-alike alcohol or drugs, or any mind-altering substance while on school grounds, school facilities, school-sponsored events, in sight or in view of school property, school personnel/representatives, in other situations under the authority of the District, or in school-owned/school-approved vehicles. This includes paraphernalia associated with tobacco, drugs, e-cigarettes, vaporizers, and vapor products.

3. **Profanity/Obscenity, Bullying, and Harassment-** Students shall not use profanity, obscene gestures,  possess obscene materials, verbally abuse, bully, harass, participate in cyber bullying (posting/sending negative, sexually explicit, abusive, or threatening slurs/messages on websites, blogs, cell phones, email, camera phones, PDAs, or any other electronic device). ANY cell phone or electronic device may be searched if reasonable suspicion exists that the device was used in an activity prohibited by NHS. Students will not show any sign of disrespect towards any school employee, both on and off school property.

4. **Vandalism**- A student shall not cause or attempt to cause damage or vandalize the property of another, public or private on school premises, or at any school activity on or off school grounds. Marking, defacing, or damaging school property or grounds will not be tolerated, including but not limited to, damage and/or destruction of information, electronic or other. This includes vandalism to the property of school employees both on and off school property.

5. **Disruption of the Educational Process**- Student shall not participate in the disruption of school by the use of violence, force, or coercion. Students will not cause material disruption or obstruction to the normal school day or any school-related function. Disruption of class, lunch time, or school activities through either verbal or physical actions. This includes, but is not limited to, false alarms, false claims, dishonesty, forgery, and the unauthorized use of fire or incendiary devices, gambling, and/or any other activity that the administration deems disruptive.

6. **Threat/Insubordination-** Student shall not act, behave, or talk in any way that may be construed as a threat upon the mental or physical well-being on any student, school employee, or visitor. This includes any unauthorized touching of ANY staff member, which will not be tolerated. Failure to obey the instructions of any staff member will be considered insubordination.

7. **Aggressive Behavior/Physical Harm-** Students shall not cause physical harm to another student, staff member, or visitor. Students will not threaten, harass, haze, fight, or show disrespect to fellow students and/or any other individuals at school. Unauthorized touching (assault and/or battery), and/or gross misconduct is strictly prohibited.

8. **Theft/Stealing-** Students shall not steal, attempt to steal, or cause to steal any private or school property. Unauthorized use, possession, or damage to the property of another is strictly   prohibited   including, but   not   limited   to, unauthorized duplication, copyright infringement, and/or theft of information, electronic or other.

9.. **Cheating/Dishonesty-** Students shall not commit academic dishonesty. Students will not cheat, attempt to cheat, assist, or encourage another student to cheat on any assigned class work, quizzes, or tests. This includes the transmission, use, sale, or obtaining of any unauthorized academic information, electronic or otherwise.

10. **Truancy**- Students shall not use or leave the building or property without proper authorization. This includes being in an unauthorized area during the school day and trespassing.

Students who do not abide by the rules of Napoleon High School will face consequences for their actions. In addition, students who damage school or personal property, either accidentally or purposefully will be held responsible for paying for the damages. Students who violate the discipline code and are removed/suspended may be required to receive counseling before returning to school.