



**Woodland High School Facts**  
**800 North Moseley Drive**  
**Stockbridge, GA 30281**  
**School Phone number 770-389-2784**  
**Fax Number 770-389-2790**

### **SOURCES FOR SCHOOL INFORMATION**

**Woodland HS website** –[www.henry.k12.ga.us/wh](http://www.henry.k12.ga.us/wh). Contains information for students and parents.

**Announcements** - Broadcast every morning at the end of first period. Parents may view announcements on the website under “News & Events”.

**Calendar and Events**–Please see the Woodland HS website for an up to date calendar of events.

**Student Agenda**– will be given to all 9<sup>th</sup> graders.

**Student Handbook**– Contains policies on all topics related to the school. It is online, look under Quick Links on the MHS website.

**Student Portal (Parent Connect)**– Access to student schedules, assignments, attendance and other information. New parents to the school system must request login information.

**Henry County Code of Conduct & Discipline Handbook**- A copy will be provided to all students in the beginning of the school year. Please read carefully.

**Henry County Board of Education website**– [www.henry.k12.ga.us](http://www.henry.k12.ga.us)

**Georgia College Information**- [www.gacollege411.org](http://www.gacollege411.org). Information to help students plan, apply and pay for college.

### **GENERAL WOODLAND HIGH SCHOOL POLICIES**

**School begins at 8:25am and ends at 3:45pm.** The building is open to students from 7:30am-4:00pm M-F, unless they are under the direct supervision of an adult. The Bell/Class Schedule is on the school website. **Note: Students may be dismissed early on the days of final exams.**

**Absences**- Upon returning to school after an absence, the student must bring a signed note from a parent, guardian, doctor, or governmental agency stating the reason for the absence(s). The note is to be taken to the attendance office before 8:20am. If the student does not bring a note, the absence will be considered unexcused. Work may not be made up for unexcused absences. **On the 10<sup>th</sup> unexcused absence, State law requires schools to report the student to the State Department of Motor Vehicles to suspend the student’s driver’s license.** The absence will be classified “Excused” only if it is covered by one of the following areas as defined by Georgia law:

- a. Student illness
- b. Death or serious illness in the immediate family
- c. Recognized religious holidays
- d. Orders of a governmental agency (armed forces examination, court appearances, etc.)
- e. Service as a page in the Georgia General Assembly
- f. Conditions rendering school attendance impossible or hazardous to student’s safety or health

The above six criteria for excusing absences apply to all-day absences, tardies to school, and check-outs from school.

**Buses**– Any student in Henry County has the privilege of riding a bus to school. If a student’s behavior on the bus is inappropriate or threatens the safety of others, the privilege of riding a bus can be denied. The responsibility for transporting the student to and from school must then be assumed by the parent or guardian. Each student is

assigned to the particular bus serving the student's residence area. Bus drivers are instructed not to pick up or deliver students who are not assigned to their route. Bus drivers will not permit nonscheduled students to change their bus or drop-off location without a permission note signed by a school official. For behavior guidelines, see the Henry County High School Code of Conduct & Discipline Handbook. For Schedules, refer to the WHS website/Bus Route Information. For Transportation Dept. questions, call the Transportation Office at 770-957-2025.

**Cafeteria-** The cafeteria provides breakfast and lunch. There are reduced prices for those who qualify. Food may be purchased with cash or a pre-paid lunch account using the student's "lunch number" which is assigned at the beginning of the year. To pre-pay an account, the student may give cash or a check (made out to Woodland HS) to the cafeteria cashier or you may use [www.mylunchmoney.com](http://www.mylunchmoney.com).

**Cell Phones-** Cell phones and wireless communication devices may not be used between 8:20am-3:45pm.

**Clubs-** The WHS website lists school-sanctioned clubs under Organizations/Clubs with their websites, sponsors and descriptions.

**Certificate of Attendance-** Certificate of Attendance forms are available in the student services office. Please allow 24 hours for form completion.

**Deliveries-** Messages cannot be delivered to students except in the case of emergency. **Food, flowers, balloons and other non-school items will not be delivered to students during the school day.** Students who check into school during the day are not permitted to deliver such items to other students.

**Dress Code-** Students in violation of the dress code will receive a discipline referral. Some of the most common violations are no headgear is permitted in the building; shorts and skirts must be mid-thigh; sleepwear and bedroom shoes should not be worn to school; undergarments may not be visible; clothing, words, body art or symbols that create a disruption are prohibited at all times. See the Student Handbook online or WHS website for complete dress code violations.

**Early Check Outs-** Any student needing to leave the campus during the school day must check out via the attendance office. If a student has a note from a parent requesting permission to leave school, the student should take the note to the attendance office before 8:20am. Notes should include the parent's home and work phone numbers for check-out verification. Contact with a parent or guardian will be required before a student is released. Students will then report back to the attendance office at the designated time to check out officially. Students leaving without officially checking out are considered truant and in violation of the discipline code.

**Library Media Center-** Students may use the Media Center unaccompanied by their classroom teacher if the teacher issues an official Media Center Independent Study pass. To use this pass, they must also have a current Woodland High School ID in their possession. The Media Center is open from 7:30am - 4:00pm.

**Lockers-** All students may rent a locker for the storage of books and equipment. The cost is \$5.00. Gym locker rental fees will be collected in Gym class.

**Medication-** Emergency information cards must be completed by a parent or guardian and returned to the attendance office. Students without a current and complete information card cannot check out of school. All medication must be in its original container and must be registered with the attendance office. Students will be responsible for reporting to the attendance office to take their medication at the appropriate times.

**Parking-** Driving to school and parking on the school premises is a privilege extended only to students with a valid driver's license and proof of insurance. Under certain types of disciplinary actions, students may forfeit their rights to drive a vehicle to school and may have their parking permit revoked. Students choosing to drive to school must purchase a non-transferable parking permit costing \$50.00 per year. The WHS parking decal must be attached to the window and clearly visible to school personnel. Students who park without authorization are subject to having their vehicles towed away at owner's expense. WHS parking regulations will be provided to students when decals are purchased. Please note that students may not be in any parking area except upon arrival or leaving campus. Cars driven onto the campus are subject to search by school officials. The school is not responsible for damage to automobiles or loss of contents.

**School Closings-** In case of inclement weather, check local television stations as well as the Henry County web site: [www.henry.k12.ga.us](http://www.henry.k12.ga.us).

**School Telephones-** School telephones are to be used for student emergencies and school business; students are not allowed to use their cell phones for these purposes.

**Work Permits-** Work permit application forms are available in the student services office. Please plan for a 24 hour turn around for form completion.

**Visitors-** Students may not have visitors at school. Parents, visitors, and guests who have official business are required to sign in at the Front Office and wear a badge while on school premises.

**Yearbooks-** Will be sold online.