



Student and Family Guide

Your Guide to a Successful School
Year

2026-2027 Edition

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Welcome to Coastal High School

We are excited to partner with students and families for a successful school year.

This guide provides the most important information you'll need throughout the year. Our goal is to create a safe, respectful, and engaging learning environment where every student can succeed.

Our Mission

To prepare students for success in college, careers, and life by providing a challenging, supportive, and student-centered learning environment.

Our Core Values

- ✓ Respect
 - ✓ Responsibility
 - ✓ Integrity
 - ✓ Excellence
 - ✓ Kindness
-

At Coastal High, we believe every student can succeed by:

- Showing up every day
- Being prepared
- Treating others with respect
- Taking responsibility
- Working hard

2026-2027 BELL SCHEDULE

Monday -Thursday	Time	Special Instructions
Block 1	8:00 a.m.- 9:50 a.m.	Crew 9:20-9:50 Wednesdays
Block 2	9:55 a.m.- 11:25a.m.	
Block 3	11:30 a.m.-1:25 p.m.	Lunch 1 11:40-12:05 Lunch 2 12:15-12:40 Lunch 3 12:50-1:15
Block 4	1:30 p.m.- 3:00 p.m.	Phone Bell 3:00 p.m. Students return to 1 st block class to retrieve phones

****Student Supervision**

Student supervision begins at **7:30 AM** and ends at **4:15 PM**, following after-school clubs and academic assistance. Students should not arrive before 7:30 AM or remain on campus after 4:15 PM unless participating in a supervised school activity.

****Visitor Procedures**

To help maintain a safe and secure campus:

- All visitors must enter through the **main entrance**.
- A valid **South Carolina driver's license or state-issued photo ID** is required to sign in.
- All visitors must check in through the front office and receive authorization before entering the building.
- Students may **not invite outside visitors** onto campus during school hours or school operations.

Attendance

Regular attendance is required by South Carolina law and is essential for student success.

Attendance Requirements

- High school students must attend at least 85 days of each 90 day semester course (or 170 days of a year-long course) to earn credit.
- After the 5th absence in a semester course, Attendance Recovery is required for each additional absence.
- Attendance Recovery must be completed within 30 days after the course ends to avoid loss of credit.

Reporting an Absence

- Submit a parent/guardian or healthcare provider note within 3 school days of returning.
- Parent notes are limited to 3 per semester.
- Send notes to the Attendance Clerk in person or by email: mbostick@coastalhs.org.
- Parents/guardians will receive an absence notification when a student is absent.

Excused (Lawful) Absences

- Student illness (medical documentation may be required)
- Illness or death of an immediate family member
- Approved religious observances
- School-approved activities or emergencies
- Approved college visits for juniors and seniors (maximum 2 per year with advance approval)

Unexcused (Unlawful) Absences

- Absences without an acceptable excuse
- Absences without parent/guardian knowledge
- Failure to submit required documentation within 3 school days

Admin Approved Absences

Complete a **Admin-Approved Extended Absence Form** before the absence.

Submit a **signed parent/guardian note** with the dates of the absence.

Unexcused absences will be recorded as **unlawful**.

False documentation will result in disciplinary action.

Attendance Recovery must be completed within **30 days of the course ending** to avoid loss of credit.

The executive director may excuse up to **3 approved absences per school year**.

Make-Up Work

Students are expected to attend school regularly. After an absence, students have **one week** to complete all missed assignments. Teachers will provide assignments and assistance as needed. Work not completed within one week may receive a grade based only on the work submitted.

Early Dismissal

Early dismissals should be limited to emergencies and appointments.

- Submit a **written note or parent email** to the front office **before school**. Telephone requests are not accepted.
- The request must include the student's name, reason for dismissal, date and time, parent/guardian signature (or email), contact number, and the name of the adult picking up the student.
- Students under **18** may not sign themselves out.
- Anyone picking up a student must present a **valid photo ID** in the front office.
- Students may not leave campus without administrator approval.
- Time missed due to early dismissal counts toward attendance.
- Lawful dismissals include medical appointments, verified illness, illness or death in the immediate family, and other approved reasons.
- Students who become ill at school must report to the front office. School staff will contact a parent or guardian if dismissal is necessary. Students should **not** use their cell phones to arrange dismissal.

Tardies

Students are expected to arrive on time each day.

- Students arriving after 8:00 a.m. must check in at the front office for a late pass.
- Tardies are tracked by class period.
- Missing more than 45 minutes of a class counts as an absence.

Tardy Consequences

- 1st–2nd: Warning and parent contact
- 3rd: Lunch detention and parent notification
- 4th and beyond: After-school Academic Assistance (Attendance Recovery)

Attendance Recovery / Academic Assistance

Students with more than 5 absences in a class must complete Attendance Recovery to earn course credit.

- Sessions are held Monday–Thursday, 3:10–4:15 p.m.
- One hour of Attendance Recovery = one day of absence recovered.
- Students must sign in and out to receive credit.
- Additional Saturday sessions may be scheduled as needed. Attendance may be

required.

- Students are responsible for their own transportation.
- Bring your Chromebook or schoolwork and use the time to complete assignments.
- Students who sleep, disrupt others, or use a cell phone will not receive Attendance Recovery credit.
- Failure to complete required Attendance Recovery may result in loss of course credit and the need to attend summer school or retake the course.

Chronic Absenteeism & Truancy

- A student is **truant** after **3 consecutive unlawful absences** or **5 total unlawful absences**.
- Truancy may result in school disciplinary action and referral to **Family Court**.
- A student is **chronically absent** after missing **18 or more school days (10% of the school year)**, including **excused, unexcused, and suspension absences**.
- Regular attendance is essential for academic success and graduation.

Truancy Intervention

Students with **3 consecutive** or **5 total unlawful absences** may receive an attendance intervention plan developed with the student, parent/guardian, and school staff.

- The school will work with families to improve attendance through meetings, phone calls, emails, or home visits.
- Failure to follow the intervention plan or continued unlawful absences may result in a referral to **Family Court** or the **Department of Social Services (DSS)**.
- Students with lawful (excused) absences are **not** subject to truancy intervention.
- Continued truancy after a court order may result in additional legal consequences for the student and/or parent/guardian.

Withdrawal from School

Students withdrawing from Coastal High School must complete the withdrawal process through the Registrar's Office with a parent/guardian.

- Return your Chromebook and charger to avoid replacement fees.
- Meet with the Dean of Students or counselor before transferring to another school.
- School records will be released after all school property is returned.
- For assistance, contact the Registrar at (843) 788-9898.

Communication

Stay connected by keeping your contact information up to date.

- School announcements are shared through Brite Arrow and the bi-weekly newsletter.
- Update your address, phone number, and email within 3–5 days of any changes.
- Parents are encouraged to download the Brite Arrow app to receive school notifications and communicate with staff.

School Closures & Inclement Weather

School schedule changes due to weather or emergencies will be communicated through the school's electronic messaging system, local TV, and radio.

Possible schedule changes include:

- School Closed
- Delayed Opening
- Virtual Learning
- Early Dismissal

Families should keep contact information current to ensure they receive timely notifications.

Health Needs & Medication

For the safety of all students:

- **All medications** (prescription and over-the-counter) must be brought to the front office by a **parent/guardian** with a completed medication authorization form.
- Medication **may not be brought to school by a student** unless approved by the school.
- New medication forms are required **each school year**.
- Prescription medications must be in the **original pharmacy-labeled container**. Over-the-counter medications must be in the **original, unopened packaging**.
- Medication will only be administered as authorized on the medication form.
- Students may **not** carry or share medication unless they have school-approved permission to self-carry.
- Questions? Contact the **school nurse or front office**.

Medical Homebound Services

Students who are unable to attend school due to a medical condition may qualify for **Medical Homebound Instruction**.

- A physician must complete the required **Medical Homebound** form.
- Eligibility is determined by the school based on the student's medical needs.
- The goal is to provide continued instruction and support a successful return to school.
- For more information or to request a Medical Homebound form, contact **Annie Hickerson** at ahickerson@coastalhs.org.

McKinney-Vento Homeless Assistance

Students experiencing homelessness have the right to a free, appropriate public education and support services under the McKinney-Vento Act.

Families who may qualify should contact the school for assistance with enrollment, attendance, transportation, and other educational services.

For assistance, contact **Annie Hickerson** at ahickerson@coastalhs.org.

Multi-Tiered System of Supports (MTSS)

Coastal High School uses a **Multi-Tiered System of Supports (MTSS)** to help students succeed.

- Provides academic, behavioral, and social-emotional support based on individual student needs.
- Uses progress monitoring to identify students who may need additional support.
- Delivers targeted interventions and adjusts support based on student progress.
- May also be used as part of the process to identify students with learning disabilities.

Students with Disabilities

Coastal High School is committed to supporting students with disabilities.

- Families should notify the school if a student has a **504 Plan** or **Individualized Education Program (IEP)**.
- Parents, guardians, teachers, or school staff may request an evaluation if they believe a student may have a disability.
- Referrals must be **submitted in writing** and include the reason for the request.
- The school will review referrals and determine eligibility for special education services in accordance with state and federal law.
- To request an evaluation or for more information, contact the **Special Education Coordinator** at **(843) 788-9898**.

School Safety & Emergency Drills

The safety of our students and staff is a top priority.

- Students are expected to follow all school safety procedures.
- Emergency drill instructions are posted in every classroom.
- During drills or emergencies, follow staff directions immediately.
- Move quickly, quietly, and orderly to the designated location.
- Students and personal property may be subject to reasonable searches to help maintain a safe school environment.

Lost & Found

Lost items should be turned in to the front office. Students may check the Lost & Found in the gym before school, after school, or during lunch. Unclaimed items will be donated periodically to a charitable organization.

Parent Involvement

We encourage families to be active partners in their student's education.

- Volunteer opportunities include setting up for school events, fundraisers, and guest speakers.

- All volunteers may need to complete a **background check** before participating.
- Parents should regularly monitor grades and attendance through **PowerSchool Parent Portal**.
- School updates are shared through **bi-weekly newsletter emails** and other school communications, including our social media pages.
- Staff will respond to emails or phone messages within **48 hours** (messages received after **12:00 p.m. Friday** may be returned on Monday).
- Parent-teacher conferences are encouraged and must be **scheduled in advance**.

For volunteer information, contact **Haley Wentz** at hwentz@coastalhs.org.

School Publications

All publications, flyers, posters, social media posts, and other materials using the **Coastal High School name, logo, or photos of students or staff** must receive **approval from the executive director** before they are published, distributed, or displayed.

Meals, Beverages & Snacks

- Students should bring a packed lunch from home.
- Snacks and drinks are available for purchase in the school store during lunch.
- Students who need lunch assistance should speak with a staff member.
- Restaurant and food delivery services are **not permitted**. Parents may drop off lunch at the front office before the student's lunch period.
- Additional information regarding different lunch opportunities will be provided throughout the year.

Delivery Information

To help maintain campus security, the school does **not** accept deliveries for students. This includes, but is not limited to:

- Flowers
- Food deliveries
- Athletic equipment
- Gifts or other personal items

Parents/guardians may bring approved items to the **front office**.

Reminder: Outside restaurant food and food delivery services are **not permitted** for students during the school day. The school is not responsible for lost or damaged personal property.

After-School Activities

Students must meet the following requirements to participate in athletics, clubs, and other extracurricular activities:

- Be **present at school** on the day of the activity or event.
- Be **passing all current classes**.

- Follow school rules and maintain good standing.

A list of clubs and activities will be available at the beginning of each school year.

Athletics

Participation in athletics is a privilege and students are expected to represent Coastal High School with integrity.

To participate, students must:

- Submit a **current sports physical** before participating.
- Be **present at school** on the day of practice or competition.
- Be **passing all classes**.
- Follow the **Athletic Code of Conduct** and school expectations at all times.
- Pay the required **athletic participation fee** for each sport.

Failure to meet academic, attendance, or behavior expectations may result in suspension or removal from athletic participation.

For additional information, please contact our **Athletic Director Brett Phillips at bphillips@coastalhs.org**.

School-Issued Chromebooks

Each student is issued a **Chromebook and charger** for school use.

- Bring your **fully charged Chromebook** and charger to school every day.
- Personal laptops or devices are **not permitted** and may be confiscated until the end of the school day.
- Keep your Chromebook in good condition. **Do not place stickers** on the device
- Students are responsible for damage or loss of school-issued equipment.

Replacement Fees

- Broken screen: **\$50**
- Broken keyboard: **\$50**
- Replacement Chromebook: **\$275**
- Lost or damaged charger: **\$25**

Use of Computers

Students are expected to use school-issued Chromebooks responsibly and appropriately.

- Passwords and electronically stored data are the property of Coastal High School.
- Creating, introducing, or distributing computer viruses or malicious software is prohibited and may result in disciplinary action.
- Accessing or attempting to access unauthorized information or bypassing the school's internet filter is prohibited.

- Vandalism or misuse of school technology, including deleting files, damaging equipment, inserting foreign objects, or removing or altering components, will result in disciplinary action and may require restitution.
- Students must comply with all applicable copyright laws and use technology only for educational purposes.

Consequences

Violations of the Chromebook and Technology Use Policy may result in one or more of the following consequences, depending on the severity and frequency of the offense:

- In-School Suspension (ISS)
- Out-of-School Suspension (OSS)
- Recommendation for expulsion
- Monetary restitution for damages or replacement costs
- Suspension or revocation of access to school-issued technology and computer systems

Student Fees

An annual \$125 Student Fee covers classroom materials and technology. *(Athletic, bus and parking fees are separate.)*

- All payments must be made through the link on the website.
- Cash and checks are not accepted.
- Outstanding fees or unreturned school property may result in:
 - Loss of graduation ceremony participation (seniors)
 - Loss of parking privileges
 - Ineligibility for Prom and other extracurricular activities
 - Delayed registration for the next school year
- CPR certification is required for graduation and is provided through PE or the school nurse.

Transportation

Coastal High School offers limited bus transportation for a non-refundable annual fee of \$300. Contact the front office to determine bus availability and pick-up locations.

Bus Expectations

- Arrive at your bus stop before the scheduled pick-up time.
- Board the bus promptly and wait for the bus to stop before entering.
- After school, students must board the bus within 5 minutes of dismissal.
- Remain seated and follow all school and bus rules.
- Route changes require a parent/guardian note.
- Students who violate bus rules may lose bus privileges without a refund.

For any questions, please contact **Ms. Miranda** at mbostick@coastalhs.org.

Student Pick-Up & Drop-Off

Student pick-up and drop-off will take place on the side of the building in the designated traffic area. Please follow all posted signs and directions when entering and exiting campus.

Students arriving at **8:00 AM or later** must enter the building through the **main entrance** and check in with the front office before reporting to class.

School staff will be available to assist with afternoon pick-up. To help ensure the safety of all students, parents and guardians are expected to follow all traffic patterns, staff directions, and school procedures during arrival and dismissal.

All drivers are expected to follow the campus speed limit of 15 MPH.

Reminder: Smoking, vaping, and the use of any tobacco or nicotine products are prohibited on school grounds, including inside personal vehicles on campus.

Student Drivers & Parking

Students who drive to school must obtain a parking permit.

- Complete a Student Driver Form and provide a valid driver's license and proof of insurance.
- A \$75 non-refundable annual parking fee is required.
- Parking spaces are limited and assigned on a first-come, first-served basis, with priority given to seniors.
- Park in designated student parking areas and leave your vehicle immediately after parking.
- Display your **CHS parking permit hang tag** prominently from your rearview mirror whenever your vehicle is parked on campus.
- Students may not return to their vehicles during the school day without office approval and staff supervision.
- Students under 18 may not leave campus during the school day without an approved early dismissal.
- Vehicles are subject to search when necessary to maintain school safety.
- Students must follow all parking and driving rules. This included the campus speed limit of 15 MPH. Failure to do so may result in loss of parking privileges.

For any questions, please contact **Ms. Miranda** at mbostick@coastalhs.org.

Dress Code

Students May Wear

- Shirts that fully cover the chest, back, midriff, and shoulders.
- Distressed jeans/pants without exposure of body parts or undergarments that are otherwise required to be covered under the dress code
- Tank tops with straps at least 2 inches wide.
- Shorts, skirts, and dresses must extend to at least **mid-thigh** and provide appropriate

coverage at all times.

- Leggings when worn with a top that covers the midriff.
- Appropriate shoes (no slippers).
- Clear backpacks or clear drawstring bags.

Students May Not Wear

- Pajamas, blankets, pillows, or stuffed animals.
- Clothing with see-through material.
- Spaghetti straps, tube tops, halter tops, strapless, off-the-shoulder, cut-out, backless, mesh, or sheer clothing.
- Clothing that exposes undergarments or bare midriff.
- Sagging or low-riding pants or shorts.
- Hats, hoods, or sunglasses inside the building.
- Bonnets, do-rags, bandanas inside the building
- Clothing or accessories that promote violence, weapons, drugs, alcohol, tobacco, profanity, discrimination, or are sexually suggestive.
- Costume-like clothing or accessories, including spiked jewelry, padlocks, bullet-shaped accessories, chains, or similar items that may disrupt the school environment or create a safety concern.

Additional Expectations

- Students must remain in dress code throughout the school day.
- Extra bags (gym bags, tote bags, etc.) must be turned into the book room/supply closet upon arrival unless approved.
- Students out of dress code may be required to change clothes before returning to class.
- School administration has the final authority in interpreting and enforcing the dress code.

Prohibited Items

The following items are not permitted on campus:

- Blankets and pillows
- Illegal drugs
- Over-the-counter medications (unless approved through the school medication policy)
- Full water bottles upon entry, only empty bottles (or ice only) will be allowed upon entry to the school
- Opened outside beverages
- Tobacco, vaping, and nicotine products
- **Personal electronic devices** (computers, tablets, gaming devices, etc.)

Students found with prohibited items may be subject to disciplinary action.

Bullying & Harassment

Coastal High School is committed to providing a safe, respectful, and inclusive learning environment. **Bullying, harassment, intimidation, and cyberbullying are not tolerated** and

may result in disciplinary action.

Bullying is repeated, intentional behavior that causes physical or emotional harm, creates a hostile environment, or interferes with a student's ability to learn. Bullying may occur in person or through electronic communication.

Harassment includes threatening, insulting, or demeaning words or actions that interfere with a student's education, create fear, or disrupt the school environment.

Bullying and harassment based on a person's actual or perceived race, color, religion, national origin, sex, disability, age, gender identity, sexual orientation, or any other protected characteristic are strictly prohibited.

Students who experience or witness bullying or harassment should report it immediately to a teacher, counselor, administrator, or other trusted school employee so it can be investigated and addressed promptly.

Academic Dishonesty

Academic dishonesty including plagiarism, cheating or copying the work of another, using technology for illicit purposes, or any unauthorized communication between students for the purpose of gaining advantage during an informal or formal assessment – is strictly prohibited.

- **Plagiarism** is not the same as cooperation or collaboration. Teachers often expect and even encourage students to work on assignments collectively. Collaboration is to work together - with permission - in a joint intellectual effort. Plagiarism is to commit literary theft to steal and pass off as one's own ideas or words, and to create the production of another.
- **Cheating** includes, but is not limited to, copying or giving an assignment to a student to be copied (unless explicitly permitted by the teacher). Cheating also includes using, supplying, or communicating in any way with unauthorized materials, including textbooks, notes, calculators, computers or other unauthorized technology such as cell phone, camera, recorder, etc. during an exam, test, quiz, project, or other assignment. Students found to have engaged in academic dishonesty shall be subject to disciplinary action.
- **Use of AI** must have prior teacher approval. All usage of AI programs in the classroom requires prior approval from the teacher. Before incorporating any AI tool into an assignment or activity, you must discuss your intent with the teacher. All work generated with the assistance of AI programs must be original and academic integrity must be maintained in all AI-assisted work.

AI programs are tools for assistance. They are not a substitute for your own critical thinking and understanding of the subject matter. Assignments or projects created with the assistance of AI are subject to review.

- **Consequence:** Cheating/Plagiarism results in grade of "0" with requirement to resubmit with original work and no grade higher than a 50 allowed for second submission. This includes the use of AI. After a first offense, the student will have to participate in a session on cheating, plagiarism, and/or ethical AI use. Repeated offenses can lead to loss of technology.

Student Offenses

Students are expected to follow the **Code of Conduct** at school, during school-sponsored activities, and while on campus outside of school hours. Repeated or multiple violations may result in increased disciplinary action, including **In-School Suspension (ISS)** or **Out-of-School Suspension (OSS)**.

Level I – Disorderly Conduct

Behaviors that disrupt the classroom or school environment but do not threaten the safety of others.

Level II – Disruptive Conduct

Behaviors that interfere with learning or endanger people or property. Repeated Level I offenses may be elevated to Level II.

Level III – Criminal Conduct

Serious behaviors involving violence, threats, illegal activity, or significant property damage. These offenses may result in immediate removal from school, law enforcement involvement, and/or School Board action.

Students may receive consequences for multiple violations resulting from the same incident.

Level I – Behavioral Misconduct

Level I offenses are behaviors that disrupt the classroom or school environment but do not threaten the safety of others. These expectations apply at school, on school buses, and during all school-sponsored activities.

<i>Behavior</i>	<i>1st Offense</i>	<i>2nd Offense</i>	<i>3rd Offense</i>
Littering (throwing or leaving paper, debris, cans, food,	Lunch Detention	1 day ISS	2 days ISS
Cutting class	1 Day ISS	2 days ISS	1 day OSS
Cutting school (more than one class)	2 Days ISS	1 day OSS	3 days OSS
Leaving campus	2 Days ISS	2 days OSS- loss of	3 days OSS- Loss of

without permission or transporting another student w/o permission		parking permit 30 days	parking permit for the semester
Lying to a member of school staff	1 Day ISS	2 days ISS	1 day OSS
Possession of obscene literature pictures, videos, devices, etc. Also includes Internet material	1 Day ISS, Material Confiscated	1-3 days OSS; material confiscated	4-5 days OSS; material confiscated
Distribution of obscene literature, pictures, videos, devices, etc.	1 Day OSS, Material Confiscated	2-3 days OSS; material confiscated	4-5 days OSS; material confiscated
Lack of cooperation with school staff, disrespect	1 Day ISS	2 days ISS	3 days ISS
Minor disruptions	Lunch Detention	1 day ISS	2 days ISS
Arguing among students, instigating a fight, *recording incidents on campus	2 Days ISS	1 day OSS	2 days OSS
Disruptive Behavior (Minor) (ex: Loitering, misbehaving in halls/restroom/student parking lot)	Lunch Detention	1-3 days ISS	1-3 days OSS
Abusive, improper language or gestures between or among	1-3 Days ISS	1 day OSS	3 days OSS

students			
Classroom tardies	Handled according to tardy policy		

Level II – Disruptive Conduct

Level II offenses are behaviors that threaten the safety of people or property or significantly disrupt the school environment. Repeated **Level I** offenses may be elevated to **Level II**. These expectations apply at school, on school buses, and during all school-sponsored activities

<i>Behavior</i>	<i>1st Offense</i>	<i>2nd Offense</i>	<i>3rd Offense</i>
Use or possession of tobacco products, paraphernalia or e-cigarettes/vaping at any function or activity including athletic events.	3-5 days of OSS	5-7days of OSS	7-10 days of OSS
Petty Theft (up to \$10.00)	1 day ISS and restitution	2 days ISS and restitution	1-3 days OSS and restitution
Minor Theft (\$10.00 to \$100.00)	2 days ISS and restitution	1-3 days OSS and restitution	5 days OSS and restitution
Petty vandalism (up to \$10.00)	2 day ISS and restitution	3 days ISS and restitution	3 days OSS and restitution
Minor vandalism	3 days ISS	5 days OSS;	5-10 days OSS ;

(\$10.00 to \$100.00)	and restitution	restitution	restitution; and/or recommendation to Law enforcement
Receiving and/or possession of stolen goods (less than \$10.00)	1 day ISS and restitution	2 days ISS	1 day OSS and restitution
Receiving and/or possession of stolen goods (\$10.00 to \$100.00)	2 days ISS	3 days ISS; restitution	3-5 days OSS ; restitution; and/or recommendation to Law enforcement
Fighting Depending upon the situation and number of offenses, punishment can range from 5 days suspension to 10 days suspension, probation contract and/or recommendation for expulsion; recommendation to Law Enforcement.	5-10 days Suspension /probation contract	10 days OSS; recommendation to law enforcement	Referral to law enforcement /expulsion
Inappropriate language/behavior Depending on the situation, threat assessment, possible recommendation for expulsion, and/or notification of authorities See Level 3 for Criminal Level Threat/Intimidation	1-3 days OSS	5-10 days OSS/Probation Contract	10 days OSS

Verbal or physical sexual harassment	1 day OSS; parent conference required	3 days OSS; parent conference required	5 to 10 days OSS; recommended expulsion
Trespassing; on campus and/or participating in school activity while under suspension; on campus illegally Depending on the situation could result in possible recommendation for expulsion; notification of authorities.	1-3 days OSS	5-7 days OSS	10 days OSS
Improper language or gestures to school staff; officials Depending on the situation could result in possible recommended expulsion;	1-3 days OSS	5-7 days OSS	10 days OSS
Insubordination and/or refusal to obey school personnel, (or agents such as aides or chaperones)	1-3 days OSS	5-7 days OSS	10 days OSS
Misuse of technology resources; computers and the Internet	Revocation of access privileges and/or other disciplinary action under school		

	codes. Criminal or civil offense may result in legal action		
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Level III – Criminal Conduct

Level III offenses involve behaviors that cause or threaten serious harm to people or property. These violations may result in immediate removal from school, law enforcement involvement, and/or School Board action. This policy applies at school, on school buses, and during all school-sponsored activities.

Criminal activity on school property or at school-sponsored events will be reported to **law enforcement** as required by state law and may result in school disciplinary action.

Students who leave campus without permission may have **law enforcement and a parent/guardian** notified.

<i>Consequence(s) All Criminal/Level 3 Offenses OSS up to 10 days and/or possibly recommended expulsion; permanent expulsion; notification of authorities; referral to SRO</i>
Major fighting (endangers the safety of others and/or refusal to stop fighting and/or having to be physically restrained to stop)
Possessing or igniting fireworks or explosive devices (smoke bombs/ firecrackers, etc.)
Bomb threat
Calling 911
Pulling fire alarms
Arson
Assault, aggravated; assault and battery
Assault, simple
Bribery
Burglary; breaking and entering

Counterfeit/forgery
Disturbing school
Gang Related Activities
Homicide
Drug distribution--furnishing, selling, and/or distributing of any controlled substance, prescription, (drugs, narcotics, alcohol, or counterfeit) or unauthorized substance
Gambling
Embezzlement
Fraud
Forced sexual offense
Extortion
Threatening, abusing, harassing or intimidating a faculty/staff member
Major theft (more than \$100.00)
Possession, use, or under the influence of any controlled substance, prescription, (drugs, narcotics, alcohol, or counterfeit) or unauthorized substance
Kidnap/Abduction
Threatening, abusing, harassing or intimidating student (criminal level, see inappropriate language/behavior for non-criminal level)
Liquor-law violation--Possession, use, or under the influence of alcohol
Non-force sexual offense; physical sexual harassment; indecent exposure
Other MAJOR offenses
Pornography
Prostitution
Robbery
Receiving Stolen Property (more than \$100)
Major vandalism (more than \$100.00)
Vehicle Theft
Possession or transfer of a weapon

Use or display of a weapon in a threatening manner
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Suspension Notification

Before a student is suspended, the school will provide the **parent or legal guardian** with written notice explaining the reason for the proposed suspension and the opportunity to meet with the administrator within **three (3) school days**.

Special Circumstances

Students may be suspended or recommended for expulsion for:

- Violating school rules or engaging in serious misconduct.
- Criminal activity, gross misconduct, or persistent disobedience.
- Behavior that threatens the safety or best interests of the school community.

Students who are expelled (except for permanent expulsions) may petition for readmission for the following school year.

Repeat Offenses

Students who repeatedly violate school rules or demonstrate ongoing behavior concerns may be placed on a **Behavior Contract** or recommended for **expulsion**. Failure to comply with the Behavior Contract may result in additional disciplinary action, including a recommendation for expulsion. Administration will determine when these actions are necessary.

Extracurricular Activity Eligibility

Participation in extracurricular activities is a privilege.

Students may lose eligibility to participate in extracurricular activities, field trips, or school-sponsored events for:

- Misconduct at school or school-sponsored events (on or off campus).
- Suspension or repeated disciplinary violations.
- Behavior that threatens the safety or disrupts the school community.

Students representing Coastal High School are expected to demonstrate appropriate conduct at all times. The administration will determine the length of any suspension from extracurricular activities.

Cellular Device Policy

To support a focused learning environment and comply with SCDE Administrative Regulation SS-27, personal electronic devices are permitted on campus but may not be used during the school day.

- Cell phones and other personal electronic devices must be powered off and stored in the designated CHS phone boxes from 8:00 a.m. to 3:00 p.m.
- Students will retrieve their devices from their first-block classroom at dismissal.
- Students with a late arrival must turn their devices into the front office upon arrival.
- Failure to follow the Cellular Device Policy may result in disciplinary action.

Personal Electronic Devices

Any non-school-issued electronic device, including laptops, tablets, e-readers, gaming devices, cameras, drones, GPS devices, and media players.

Personal Communication Devices

Any non-school-issued device used for communication, including cell phones, smart watches, headphones/AirPods, and similar accessories.

School Day

The time a student is on campus from **arrival until dismissal**. This policy may also apply on school buses and during school-sponsored field trips and athletic events.

Failing to follow this policy:

First Offense: Parents are contacted to come to the school to pick up.

Second Offense: Students will be suspended for one day.

Third Offense or more: Students will be suspended for more than one day depending on the number of offenses (ex. third offense : one day, fourth offense: 2 days, and so on).

Audio & Video Recording

Students may **not** photograph, record, or livestream any student, teacher, or staff member without permission. Violations of this policy may result in **suspension** or other disciplinary action.

Alcohol, Tobacco & Drug Policy

The possession, use, distribution, or being under the influence of **alcohol, illegal drugs, controlled substances, or unauthorized prescription medications** is strictly prohibited:

- On school property.
- At school-sponsored events or activities.
- Before, during, or after the school day while under school supervision.

Students found in violation of this policy are subject to **disciplinary action, including suspension or expulsion, and may be referred to law enforcement**. Possession includes items found on a student, in their vehicle, backpack, or other personal property on school grounds.

Search & Seizure

To maintain a safe school environment:

- Students and visitors may be subject to **reasonable searches** of their person, belongings, vehicles, lockers, and desks while on school property.
- **Strip searches are prohibited.**
- Prohibited items may be confiscated.
- Illegal items, including **weapons or drugs**, will be turned over to **law enforcement**.
- Parents/guardians will be notified when appropriate, and disciplinary and/or legal action may result.

Bus Discipline Policy

Riding the school bus is a **privilege**. Students are expected to follow all school rules, the bus driver's instructions, and South Carolina transportation laws. Unsafe or disruptive behavior may result in the loss of bus privileges.

Level I – Minor Misconduct

Examples include:

- Excessive noise or horseplay
- Standing while the bus is moving
- Eating or drinking on the bus
- Riding the wrong bus
- Littering
- Using electronic devices
- Dress code violations

Possible Consequences

- 1st Offense: Warning and parent contact
- 2nd Offense: Up to **10-day** bus suspension
- 3rd Offense: Loss of bus privileges for the remainder of the school year

Level II – Serious Misconduct

Examples include:

- Smoking or vaping
- Throwing objects
- Profanity or abusive language
- Refusing to follow the driver's directions
- Defacing the bus
- Fighting, threats, or theft

Possible Consequences

- 1st Offense: Up to **10-day** bus suspension
- 2nd Offense: Loss of bus privileges for the remainder of the school year
- Additional school discipline, restitution, or referral to law enforcement may apply.

Level III – Criminal Misconduct

Examples include:

- Weapons or explosives
- Alcohol, drugs, or controlled substances
- Assault, serious injury, vandalism, theft, or other criminal acts
- Persistent dangerous behavior

Possible Consequences

- Immediate loss of bus privileges for the remainder of the school year
- Suspension or expulsion
- Restitution for damages
- Referral to law enforcement and other agencies when appropriate

Detentions & Suspensions

Lunch Detention

- Silent lunch supervised by an administrator.
- Used for completing missing or incomplete assignments.
- Failure to complete assigned work may result in a **zero** for the assignment.

In-School Suspension (ISS)

- Students remain at school but are removed from regular classes.
- Students must complete classwork, a behavior improvement plan, and remain on task.
- Talking and unauthorized technology use are not permitted.
- Students receive scheduled lunch and restroom breaks.
- Failure to report to ISS or follow expectations will result in additional disciplinary action.

Out-of-School Suspension (OSS)

- Counts as an absence but is **not considered unlawful** for truancy purposes.
- Students may not participate in athletics, extracurricular activities, or be on campus during OSS unless accompanied by a parent/guardian and approved by administration.
- A parent/guardian conference is required before the student returns to school.

Students with repeated disciplinary concerns may be considered for additional interventions, including **home-based learning**, when appropriate.

Due Process & Suspension Appeals

Before a suspension is issued, the school will investigate the incident, review the evidence, and provide the student an opportunity to explain their actions.

Summary Suspension

- A student may be removed from school immediately if necessary to protect the safety or order of the school.

- The school will investigate the incident by the next school day and determine whether additional suspension is warranted.

Parent Notification

- Parents/guardians will receive written notice of the suspension, the reason, the length of the suspension, and information about a conference with the administrator.
- A conference will be scheduled within **three (3) school days**.

Suspension Appeals

- Parents/guardians may appeal a suspension by submitting a written request within **five (5) school days** after the conference.
- An appeal hearing will be scheduled, and a written decision will be provided after the hearing.
- If the suspension is overturned, the student's record will be corrected, absences excused, and missed work may be completed.

Suspension Limits

- A student may not be suspended for more than **30 school days** in one school year, except as permitted by state law.

Expulsion Process

The following steps are followed when expulsion is recommended:

1. The school investigates the incident and provides the student with due process.
2. The student's **IEP/Section 504 status** is reviewed, if applicable.
3. The student is suspended pending the expulsion recommendation.
4. Parents/guardians are notified in writing and offered a conference within **three (3) school days**.
5. If expulsion is recommended, the family will receive written information explaining the process and their rights.
6. An expulsion hearing will be scheduled, and the family will be notified of the date and time.
7. The Hearing Officer/School Board will issue a written decision following the hearing.
8. Students expelled for the remainder of the school year may request **readmission** for the following school year as permitted by school policy.

Discipline of Students with Disabilities

Discipline for students with disabilities will be handled in accordance with their **Individualized Education Program (IEP), Section 504 Plan**, and applicable state and federal laws, including the **Individuals with Disabilities Education Act (IDEA)**. Each situation will be reviewed on an individual basis.

Title IX, Section 504 & ADA Grievance Procedures

Coastal High School is committed to providing an educational environment free from

discrimination.

- Students, parents, employees, and community members may file a **written grievance** alleging discrimination under **Title IX, Section 504, or the Americans with Disabilities Act (ADA)**.
- Complaints should include the complainant's name, contact information, and a description of the alleged violation.
- Complaints should be submitted to the **Executive Director, Special Education/Section 504 Coordinator, or Title IX Coordinator**, as appropriate.
- The school will investigate complaints promptly, provide an opportunity for all parties to be heard, and issue a written decision.
- Decisions may be appealed in accordance with school procedures.

Coastal High School does **not discriminate** on the basis of race, color, national origin, sex, religion, age, disability, veteran status, or any other protected status in its educational programs or employment practices.

HIPAA Privacy Guidelines

Coastal High School protects the privacy of student health information in accordance with the **Health Insurance Portability and Accountability Act (HIPAA)** and other applicable laws.

- Student health information is kept **confidential** and will only be used or shared as permitted or required by law.
- Protected Health Information (PHI) may be shared without authorization for:
 - Medical treatment and healthcare services
 - Payment and insurance purposes
 - Healthcare operations and compliance
 - Court orders or other legal requirements
 - Public health and safety emergencies
 - Reporting suspected abuse or neglect
 - Other situations permitted by federal or state law
- The executive director serves as the designated **HIPAA Compliance Officer**.
- Students and parents have the right to access their own protected health information as allowed by law.

Every Student Succeeds Act (ESSA) Parent Notification

Under the **Every Student Succeeds Act (ESSA)**, parents have the right to request information about the professional qualifications of their child's teachers and instructional assistants, including:

- State certification and licensure status.
- Whether the teacher is serving under emergency or provisional certification.
- The teacher's degrees, certifications, and areas of specialization.
- The qualifications of any instructional paraprofessionals working with their child.

Parents may submit a **written request to the executive director** to obtain this information.

Family Educational Rights and Privacy Act (FERPA)

A student's **education records** are those records that are directly related to the student and maintained by the school or by a party acting on behalf of the school.

For purposes of FERPA, **parent** includes a parent, legal guardian, person acting as a parent, surrogate parent appointed under applicable special education regulations, or an eligible student who is either 18 years of age or older or attending a postsecondary institution.

When a student reaches the age of 18 or enrolls full-time in a postsecondary institution, all rights previously granted to the parent under FERPA transfer to the eligible student unless the school has received legal documentation showing that guardianship extends beyond the age of majority. Students who turn 18 may complete a FERPA authorization form if they do not wish for their parent(s) or guardian(s) to have access to their educational records. The school will maintain documentation of the student's decision.

In maintaining student records, Coastal High School will comply with all applicable federal and state laws and regulations governing student privacy.

The school maintains a cumulative record for each student that may include directory information, academic records, standardized test results, health records, and other educational information.

Appropriate school personnel and authorized district personnel may maintain records related to administrative hearings and other official school matters as permitted by law.

Student educational records are confidential and are maintained primarily for educational purposes. The school will not release directory information for commercial purposes.

Under FERPA, the school may not release a student's educational records to any individual or agency, including employers or government agencies, without the written consent of the student's parent or legal guardian. Once a student becomes an eligible student (18 years of age or older), the student may authorize the release of their own educational records.

Sexual Discrimination and Harassment

Coastal High School is committed to providing a learning environment free from sexual discrimination and harassment. Sexual harassment includes unwelcome sexual advances, requests for sexual favors, or any verbal, physical, or visual conduct of a sexual nature that interferes with a student's education or creates an intimidating, hostile, or offensive educational environment.

Examples of prohibited conduct include, but are not limited to:

- Unwelcome sexual comments, jokes, slurs, or advances.
- Inappropriate touching or physical contact.
- Displaying or sharing sexually explicit or offensive images, messages, or materials.
- Any inappropriate conduct of a sexual nature between employees and students or among students.

Sexual harassment is prohibited regardless of the sex, gender identity, or sexual orientation of the individuals involved.

Any student who believes they have experienced or witnessed sexual harassment should immediately report the incident to the executive director, a school administrator, or the school's Title IX Coordinator. If the complaint involves the executive director designated contact person, it should be reported directly to the Title IX Coordinator. Parents or guardians may also file a complaint on behalf of a student.

All reports will be investigated promptly and confidentially to the extent permitted by law. Retaliation against anyone who reports sexual harassment or participates in an investigation is strictly prohibited.

Gavin's Law

In accordance with **Gavin's Law (H.3583)**, Coastal High School prohibits sexual extortion, including the use of sexually explicit images or videos to threaten, coerce, or blackmail another person. Under South Carolina law, sexual extortion is a felony offense and is an aggravated felony when the victim is a minor, vulnerable adult, or suffers bodily injury or death as a result of the crime.

The school will provide annual education and awareness regarding Gavin's Law to students, parents, and staff through presentations, electronic communications, newsletters, and information posted on the school's website. Educational materials will also be made available throughout the school year.

Questions regarding Gavin's Law may be directed to the Dean of Students Annie Hickerson, ahickerson@coastalhs.org.

Erin's Law

In accordance with **Erin's Law**, Coastal High School provides age-appropriate instruction to help students recognize child abuse, neglect, and sexual abuse, understand personal safety, and learn how to report concerns to a trusted adult. The program is designed to empower students with the knowledge and skills needed to recognize unsafe situations, establish healthy boundaries, and seek help when needed.

Parents will be notified prior to instruction, and additional information about the program is available through the school upon request.

See Something, Say Something

School safety is everyone's responsibility. If you see or hear something that could threaten the safety of our school, report it immediately to a teacher, school administrator, parent, or another trusted adult. Students may also submit a report by selecting the "**See Something, Say Something**" link under **Student Life** on the Coastal High School website.

Safety concerns may include, but are not limited to, weapons, drugs, threats, bullying or harassment, physical or sexual abuse, suicide concerns, gang activity, vandalism, theft, or any

other situation that could impact the safety of our school community.

When making a report, provide as much information as possible so school administrators and, when appropriate, law enforcement can respond promptly and appropriately.

Student Grievance Policy

Coastal High School is committed to resolving student concerns fairly, promptly, and respectfully. Students and their parents or legal guardians may file a grievance regarding:

- Alleged violations of applicable law, school policy, or the school's charter that directly affect the student.
- Alleged discrimination or harassment.
- Other matters that directly impact the student's educational experience.

To the extent permitted by law, all grievance proceedings will be kept confidential.

Step 1: Informal Resolution

Whenever appropriate, students or parents/guardians should first discuss the concern with the staff member involved within 10 school days of the incident or when the concern becomes known. If the grievance involves another student, discrimination, or harassment, this step may be skipped.

Step 2: Written Grievance

If the concern is not resolved, a written grievance may be submitted to the executive director within 10 school days. The grievance should describe the concern, any steps already taken to resolve it, and the requested resolution. The executive director will investigate the matter, meet with appropriate individuals as needed, and provide a written decision.

Step 3: Appeal

If the student or parent/guardian is not satisfied with the executive director's decision, a written appeal may be submitted to the Chair of the Board of Directors within 10 school days of receiving the decision. The Board will review the appeal, conduct a hearing if appropriate, and issue a written decision. The Board's decision is final.

Students and parents/guardians may be represented by legal counsel at their own expense throughout the grievance process.

South Carolina High School Diploma Requirements

To earn a South Carolina High School Diploma, students must meet all graduation requirements established by the South Carolina Department of Education, including the successful completion of all required courses and credits.

Students must also attend the high school issuing the diploma for at least the semester immediately preceding graduation, unless a bona fide change of residence prevents the sending school from awarding the diploma.

Current graduation requirements for students in grades 9–12 are established by South

Carolina law and the South Carolina Department of Education.

English Language Arts**	4 units
Mathematics**	4 units
Science **	3 units
US History and Constitution**	1 unit
Economics and Personal Finance	½ unit
US Government	½ unit
Other Social Studies Elective	1 unit
Physical Education (CPR course required)	1 unit
Computer Science	1 unit
Foreign Language or CATE (career and technology education)	1 unit
Personal Finance (or equivalent)***	½ unit
TOTAL CORE UNITS	17.5 UNITS
Electives	6.5 units
TOTAL UNITS	24 UNITS

Additional Graduation Requirements

- Mathematics requirements must include **Foundations in Algebra/Intermediate Algebra or Algebra I, Geometry**, and additional higher-level mathematics courses for a total of **four (4) mathematics credits**.
- To meet South Carolina graduation requirements, all students must complete the **Biology, English II, Algebra I**, and **U.S. History** End-of-Course (EOC) assessments.
- Students entering **9th grade in 2023–2024 and thereafter** must earn at least **0.5 credit in Personal Finance** or a state-approved equivalent. Coastal High School fulfills this requirement through a **1-credit Personal Finance course**.
- College credits earned **prior to Grade 11** may be accepted at the discretion of Coastal High School.
- Each grading quarter is **nine (9) weeks**. Students are expected to complete and submit assignments within the grading period. After the end of a quarter, previous assignments will not be accepted unless administrative approval is granted due to extenuating circumstances.

Grade Level Classification

Grade classification is determined at the **beginning of each school year** based on the number of credits earned.

- **Grade 9:** Successful completion of Grade 8 promotion requirements.
- **Grade 10:** Minimum of **6 credits**, including **1 English** and **1 Mathematics** credit.
- **Grade 11:** Minimum of **12 credits**, including **2 English**, **2 Mathematics**, and **1 Science** credit.
- **Grade 12:** Minimum of **16 credits**, including **3 English**, **3 Mathematics**, **2 Science**, and **1 Social Studies** credit. Students must also be enrolled in all remaining courses required for graduation.

Additional Information

- Students in their **second year of high school** may take the **PSAT/NMSQT** in the fall. Registration is required at the end of ninth grade.
- Students in their **third year of high school** may take the **ACT or SAT** and are required to complete the **Ready to Work Assessment**.
- Students who do not pass the Ready to Work Assessment in their third year must retake it during their senior year.
- Students in **Grades 10–12** may register with the School Counselor to take the **ASVAB** in the fall.
- Students who have earned **16 credits** and are enrolled in the remaining coursework needed to complete the **24 credits required for a South Carolina High School Diploma** may be classified as seniors. Senior status does **not** guarantee graduation.

Availability of Classes

Course offerings are based on student enrollment and staffing availability. Coastal High School reserves the right to add, cancel, or modify courses as needed each school year.

If a course is canceled due to low enrollment or staffing, the student's alternate course selection will be used. If no alternate course is available, the student will be consulted to choose another course. If the student cannot be reached, the school counselor or administrator will make the appropriate course selection.

Schedule Changes

Students will follow the schedule issued on the first day of school during the first week of classes. After the first week, students may request a schedule change by emailing the **School Counselor (svicini@coastalhs.org)**.

Schedule changes are not guaranteed and will only be considered for the following reasons:

- A required credit is needed for graduation.
- A scheduling error has occurred.
- Credit was earned through summer school or attendance recovery.

- A prerequisite course was not successfully completed.

Dual Enrollment (PACE)

The PACE Dual Enrollment Program allows qualified juniors and seniors to earn both high school and college credit through courses offered by Horry-Georgetown Technical College (HGTC). College credits may transfer to eligible colleges and universities.

Eligibility

Students must:

- Have parent/guardian permission.
- Receive school counselor approval.
- Meet HGTC admission requirements, including qualifying placement scores.
- Have a minimum of a 3.0 (UGP) GPA upon time of enrollment.
- Complete the HGTC PACE application.

Program Requirements

- Students and parents are responsible for tuition, books, fees, and transportation.
- Online PACE courses must be completed off campus and may not be completed at CHS.
- Students may take up to two PACE courses per semester during the regular school day, schedule permitting.
- PACE courses count toward both high school graduation requirements and GPA.

Academic Expectations

- Students must earn a 70% or higher in each PACE course to remain in the program.
- Students earning 60%–69% may continue for one additional semester. A second grade in this range will result in removal from the program.
- Students earning 59% or below in any PACE course will no longer be eligible to participate.
- All PACE students must enroll in a CTE course each semester, unless this requirement is waived through the student's IEP or exceptional learner case manager.

Late Arrival & Early Dismissal

Students with late arrival may not enter campus before their scheduled class time. Students with early dismissal are expected to leave campus immediately after their last scheduled class unless prior arrangements have been approved.

South Carolina Uniform Grading Scale

Coastal High School follows the **South Carolina Uniform Grading Scale** as required by state law. Students receive **numerical grades**, which are reflected on report cards and transcripts. The Uniform Grading Scale is used to determine course grades, grade point averages (GPA), class rank, and eligibility for graduation and scholarships.

Letter Grade	SC Uniform Grading Scale
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A	90-100
B	80-89
C	70-79
D	60-69
F	59 or below

****Five day limitations for withdrawing from a course without penalty do not apply to course or course level changes approved by the administration of a school.**

Students who withdraw from a course with administrative approval will be given a WP for the course. Students who withdraw from a course after the specified time of five days in a 90-day course, or ten days in a 180-day course without administrative approval, shall be assigned a WF/50. The WF/50 will be calculated in the students overall grade point average.

Class Rankings

Class rank is calculated at the end of each semester and recorded on student transcripts. Valedictorian, Salutatorian, and Honor Graduate recognition are determined using the weighted South Carolina Uniform Grading Policy (SC UGP) GPA at the end of the first semester of senior year.

Each student is assigned a **9GR cohort** when entering ninth grade for the first time. This state-assigned cohort remains unchanged and determines the graduating class from which Valedictorian and Salutatorian are selected.

Students should be aware that class rank may change as other students' academic performance changes, even if their own GPA remains the same. Final GPA is recorded on the official high school transcript.

Eligibility for Valedictorian and Salutatorian: Students must be enrolled at Coastal High School for **at least four semesters** to be considered for these honors. Honor graduates may also receive recognition at graduation through cords, the graduation program, or other school-designated honors.

Awards

Valedictorian – The senior with the highest weighted GPA after first-semester senior grades are posted. The student must be enrolled at CHS for the entire senior year and will deliver the Valedictory Address at graduation.

Salutatorian – The senior with the second-highest weighted GPA after first-semester senior grades are posted. The student must also be enrolled at CHS for the entire senior year and will deliver the Salutatory Address.

Ties – In the event of a tie, graduation honors and speaking order will be determined

according to CHS policy by a committee appointed by the executive director.

Honor Graduates – Seniors who earn a **3.5 or higher weighted South Carolina Uniform Grading Scale (SC UGP) GPA** after first-semester senior grades are posted will be recognized as Honor Graduates.

Junior Marshals – Junior Marshals are selected from the junior class based on weighted class rank after first-semester junior grades are posted. These students will serve as marshals during the CHS graduation ceremony.

Early Graduation Policy

The South Carolina High School Diploma is awarded upon successful completion of all state and CHS graduation requirements, including the required number of instructional units.

Early graduation is strongly discouraged and will only be considered in exceptional or emergency circumstances. Students and families requesting early graduation must receive approval from the school administration. For more information or to begin the request process, please contact the school counselor Sarah Vicini, svicini@coastalhs.org.

Notice of Changes

This Student Family Guide is provided as a guide for students and families and is reviewed annually. The current guide is available on the CHS website. The handbook remains in effect until a revised edition is published or updates are communicated to students and parents/guardians in writing or electronically.

CHS reserves the right to revise, add, or remove policies and procedures as needed to support the safe and effective operation of the school.

Students will review the handbook each school year, and both students and parents/guardians are required to sign and return the Guide Acknowledgement Form. School Board policies are available on the CHS website and may also be reviewed in the front office.

Questions regarding the Student family Guide should be directed to administration.

Coastal High School does not discriminate against individuals on the basis of gender (identity), race, religion, political views, sexual orientation, immigration status, national origin, disability or handicap in its educational programs and activities and provides equal access to all youth and education related organizations.

Student & Family Guide Acknowledgement

After reviewing the Coastal High School Student & Family Guide, please discuss the information with your student. The guide is available on the Coastal High School website under Current Families and Quick Links.

Please sign the acknowledgements below and return this page to your student's first block teacher by Monday, August 24, 2025.

Parent/Guardian Acknowledgement

As the parent/legal guardian of a Coastal High School student, I acknowledge that the Student & Family Guide and the policies it contains are available on the Coastal High School website.

By signing below, I acknowledge that:

- **I have reviewed the Student & Family Guide with my student to promote an understanding of CHS expectations, policies, and procedures.**
- **I have received or have been provided electronic access to the Student & Family Guide.**
- **I understand the rules, responsibilities, and expectations outlined in the guide.**
- **I understand that the Student & Family Guide and school policies may be revised during the school year and that updates will be posted on the CHS website.**
- **I understand that failure to sign and return this acknowledgement does not exempt me or my student from complying with school rules, policies, or procedures.**

Parent/Guardian Name (Printed): _____

Signature: _____ Date: _____

Student Acknowledgement

As a student of Coastal High School, I acknowledge that the Student & Family Guide and the policies it contains are available on the Coastal High School website.

By signing below, I acknowledge that:

- I have received or have been provided electronic access to the Student & Family Guide.
- I have read or reviewed the guide and understand the expectations, rules, and responsibilities of being a CHS student.
- I understand that the Student & Family Guide may be updated during the school year and that revisions will be available on the CHS website.
- I understand that failure to sign and return this acknowledgement does not relieve me of my responsibility to know and follow school rules, policies, and procedures.

Student Name (Printed): _____

Student Signature: _____ Date: _____