



Student Application 2021 – 2022

This application is for enrollment as a full-time student at Rockdale Open Campus. Students must have completed at least two years of high school and have a minimum of five credits to be eligible for admission. Once the application has been completed by the student and signed by student and parent, return to home school counseling department, graduation coach, or Open Campus. Incomplete applications will not be accepted.

Student Information (Please print)

Student Name: _____ Date of Birth: _____

RCPS Student ID Number: _____ Current School or Last School Attended: _____

Counselor's Name: _____ Year in High School (*circle one*): 2nd 3rd 4th 5th or more

Guardian/Parent Name: _____ Home Phone: _____

Home Address: _____ City: _____ Zip: _____

Parent's Cell Phone: _____ Parent's Email: _____

Student's Cell Phone: _____ Student's Email: _____

Does the student presently receive Special Education Services? YES NO

Does the student presently receive ELL Services? YES NO

Does the student presently receive 504 Services? YES NO

Important Reminders:

*Applying does not guarantee admission

*Once enrolled, a student cannot return to their zoned school until the start of a semester at the zoned school. *Once a student is enrolled, they do not have to re-apply for attendance for sequential mini-semesters. However, any break in attendance to a sequential mini-semester or withdrawal from a mini-semester will constitute a need to re-apply.

*All students are expected to comply with the discipline code of conduct and attendance policy.

*Attendance policy: Obtaining more than 5 absences (excused and/or unexcused) during any mini-semester will result in a review of the student's enrollment status at Open Campus. Excessive absences/tardies may result in a student being withdrawn from the Open Campus program.

Student Questionnaire: (All questions must be answered by the applicant. Incomplete applications will not be accepted)

How many credits have you earned in high school? _____ (Minimum of 5 credits required to be eligible for enrollment)

How many credits are required for graduation? _____

Based on the number of credits you have earned thus far, indicate the month and year in which you expect to graduate:

Describe your plan for completing your remaining requirements for graduation:

How will attending Open Campus assist you in achieving this plan?

The Open Campus full-time student schedule is 8:20AM – 2:45PM, Monday-Friday.

How would you rate yourself in the following areas as a student? Use the following rating scale:

1=poor 2=fair 3=good 4=great

_____ respect towards faculty and staff _____ attendance at school _____ dress code _____ following school and classroom rules _____ being on-time to class _____ respect towards other students

Describe what will you do differently at Open Campus in the area above not rated as "4".

Student Signature _____ Date _____

Parent Signature _____ Date _____

Once the application is received at Open Campus, the student will be contacted for an interview with Open Campus staff.

INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED



ROCKDALE OPEN CAMPUS

STUDENT BEHAVIORAL/ATTENDANCE CONTRACT

It is my understanding it is a privilege to attend Rockdale Open Campus, and the following conditions will be effective for my entire school career at Rockdale Open Campus. **By signing this contract, I am making the commitment to earn my high school diploma and will make sound academic and personal choices that support this commitment.**

Student Commitments- (Parent and Student must initial)

Each student at Rockdale Open Campus is committed to the following:

_____ 1. I accept the responsibility for receipt and review of the discipline policies as they are updated yearly. As a student, I understand the consequences for violation(s) of these policies, and I will expect procedures that are listed therein to be enforced by the teachers and administrators. I agree to abide by the rules and regulations outlined. I understand that CHOICES and out-of-school suspension may be applied as consequences.

_____ 2. I will always comply with the RCPS Dress Code while on RCPS grounds and on RCPS bus transportation.

_____ 3. I will respect the teachers, staff, and other students at Rockdale Open Campus. I understand that, along with me, others are here to learn and obtain their goals.

_____ 4. I will be respectful and represent myself and the school in a positive way during any school related activities inside or outside of the building including lunch at RCA.

_____ 5. I will come to class with a positive attitude and I will be ready to work when I enter the classroom. I understand that I am required to stay focused, attentive and participate in class. I will put forth the effort to earn the highest grades possible and to graduate on time.

_____ 6. Obtaining more than 5 absences (excused and/or unexcused) during any mini-mester will result in a review of my enrollment status at Open Campus. Excessive absences/tardies may result in my withdrawal from the Open Campus program.

_____ 7. Students may not check themselves out of school regardless of their age. Only the legal guardian/parent listed in our student information system may check out a student through the front office. Any student who leaves campus without permission will receive consequences consistent with the RCPS Student Code of Conduct.

_____8. I understand that it is my responsibility to take good care of any textbooks, computers or any other material loaned to me. I understand my report card will be held if assigned materials are lost or damaged.

_____9. I understand that after I have enrolled in Rockdale Open Campus, I will not have the option to return to my previous high school program until the following semester. (Does not apply to part-time students only enrolled in an evening course).

_____10. Once enrolled at Open Campus, student placement will be reviewed each semester by the administrative team. Students may be dropped from the Open Campus program midyear or at the end of year if significant academic progress is not achieved or if the student has a disciplinary history of uncooperative behavior while at Open Campus.

To Students:

I agree to the above conditions and understand that failure to abide by this contract may result in withdrawal from the Rockdale Open Campus. **By signing this contract, I am making the commitment to earn my high school diploma and will make sound academic choices that support this commitment.**

To Parents:

I understand the rules and policies of Open Campus and agree to work collaboratively with the school to ensure my student's success and continued enrollment.

In addition to this contract I have received the following concerning my enrollment at Open Campus:

Open Campus Attendance Guidelines (*I am fully aware of the attendance policy and will take full responsibility for my actions while enrolled at Open Campus*).

RCPS Dress Code (*I understand that any violation of the dress code will have consequences that may affect my standing at Open Campus*).

Lunch Agreement (*I understand that I will attend lunch daily at RCA and must travel by RCPS bus*).

Student Signature: _____ Date: _____

Parent/Guardian Signature: _____ Date: _____



RCPS DRESS CODE

The RCPS dress code is strictly enforced at Open Campus. Students are expected to comply at all times while on campus, including outside the building, while on any school bus, on other RCPS properties such as the home schools and RCA, and while on school trips and functions. Students shall not dress or groom to distract unreasonably the attention of other students or otherwise cause disruption or interference with the operations of the school. The following is a list of the most common dress code violations. Please see the student handbook for the entire RCPS dress code policy.

Among items not allowed: Consequences for dress code violations are also listed. (See RCPS Code of Conduct for complete list)

_____ No tank tops, halter tops, spaghetti straps, low-cut blouses, low-cut dresses, or low-cut shirts. No sheer or see through clothing. Any shirt or blouse that is sleeveless must have a collar and any shirt or blouse that is collarless must have sleeves.

_____ No pants or shorts worn below the waist.

_____ No exposed skin above the knee when wearing pants or shorts with holes in them.

_____ Dresses, skirts, and shorts must be at the knee.

_____ No leggings, jeggings, tights, or Spandex pants unless worn under skirts or dresses of acceptable length. (Acceptable length is at the knee.)

_____ No pajamas or bedroom slippers

_____ No hats, hoods, bandannas or other head coverings

Consequences:

_____ **First offense**—Student warning: Violation must be fixed before student can attend class. If more than five minutes of class time is missed due to a violation, the student will be marked absent from the class(es) missed.

_____ **Second offense**—Student conference with administrator and parent contact: Violation must be fixed before student can attend class. If more than five minutes of class time is missed due to a violation, the student will be marked absent from the class(es) missed.

_____ **Third offense**—Parent contact and behavior contract: Violation must be fixed before student can attend class. If more than five minutes of class time is missed due to a violation, the student will be marked absent from the class(es) missed.

_____ **Fourth offense**—Automatic one-day OSS and mandatory parent conference: Violation must be fixed before student can attend class. If more than five minutes of class time is missed due to a violation, the student will be marked absent from the class(es) missed.

_____ **Fifth offense**—Five-day placement at CHOICES program at Alpha Academy and mandatory parent conference. Violation must be fixed before student can attend class. If more than five minutes of class time is missed due to a violation, the student will be marked absent from the class(es) missed.

Parent Signature

Student Signature



LUNCH AT OPEN CAMPUS

- All Open Campus students must travel to Rockdale Career Academy for lunch by RCPS bus.
- Open Campus students are guests on the RCA campus and are always expected to exhibit appropriate behavior traveling to and from RCA and while at RCA.
- Open Campus students must behave appropriately on the bus to and from RCA.
- Lunch cannot be delivered to Open Campus students at RCA from outside.
- While at RCA, Open Campus students are restricted to the commons area, cafeteria and restrooms in the commons area.
- Open Campus students will demonstrate appropriate behavior in the cafeteria at RCA. Students will wait their turn in line, pay for all food (or extra items not covered by free lunch) and clean up after themselves.
- Open Campus students will obey and be respectful of all RCA staff members.
- Open Campus students **may not** drive to RCA for lunch. All students must ride the bus to and from RCA. Students may not remain at Open Campus or leave campus for lunch.
- Students participating in the free/reduced lunch program will have their account information transferred to the RCA cafeteria to continue service. There is no need to reapply midyear.
- Breakfast is available at the zoned school for students before departing to Open Campus on the bus.
- Students are not permitted on their home school's campus in any undesignated area.

Parent Signature

Student Signature



954 N. Main Street · Conyers, Georgia 30012
(770) 483-4713

Laptop/Tablet Checkout Procedures

Rockdale County Public Schools' (RCPS) students and employees are provided the opportunity to checkout laptops/tablets that are the property of RCPS so that they may continue using the technology away from school facilities. These laptop/tablets are to be used only for educational purposes. **No student or employee should use an RCPS laptop/tablet for personal use of any kind.** The following procedures will serve as guidelines for use of RCPS laptops/tablets and their checkout by schools to students and employees. All students, parents, teachers, and employees will be required to sign this form acknowledging that they have read and agree with the school system's laptop/tablet checkout procedures before a laptop/tablet can be taken to a location other than a school system facility.

1. All use of the school system's laptops/tablets must be for educational purposes. Students and employees are not to use the computers for personal, commercial or business use, or for political or religious reasons.
2. Students and employees who check out a laptop/tablet assume full responsibility for basic care of the device.
3. Students and employees who check out a laptop/tablet assume full responsibility for security of the device and accessories on and off school premises.
4. Students and employees who check out a laptop/tablet assume full responsibility for reporting device problems, breakage, damage, loss or theft immediately.
5. **Students and employees who check out a laptop/tablet assume full responsibility for repair cost due to intentional damage or damage due to neglect.**
6. **Students and employees who check out a laptop/tablet assume full responsibility for the replacement cost of the laptop/tablet and accessories in the event of loss or in the event the laptop is destroyed or rendered useless due to damage while in the care of the student or employee, including loss of use due to fire, flood, lightning, or any other cause.**
7. **Theft insurance is provided for students and employees and will cover the cost of the laptop/tablet in the event of theft. Theft insurance to students is via through the yearly technology fee. In case of theft a police report is required. Failure to properly secure the laptop/tablet will nullify the theft insurance policy and require the student or employee to assume the full replacement cost.**

I have read the Laptop/Tablet Procedures above and agree to comply with them as stated. I also understand that any violation of these procedures may constitute in me or my child not having future access to a laptop/tablet for use away from school facilities.

DEVICE TYPE: _____

SERVICE TAG NUMBER: _____

DEVICE: _____ CHARGER: _____ BAG: _____

USER NAME (please print) _____

SCHOOL: _____

USER SIGNATURE : _____

DATE: _____

I have read the Laptop/Tablet Procedures above and agree to comply with them as stated. I also understand that any violation of these procedures may constitute in me or my child not having future access to a laptop/tablet for use away from school facilities.

PARENT/STAFF SIGNATURE : _____ DATE: _____

Home Phone: _____ Home Address (street): _____

Work Phone: _____ Home Address (city/zip): _____



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Intranet and Internet
Student Acceptable Use Agreement

SECTION A | TO BE COMPLETED BY STUDENT

In consideration for having access to public networks, I hereby release Rockdale County Public Schools and its officers, employees, and agents from all claims and damages arising from the use of the public networks. I have read and agree to comply with *Internet Acceptable Use* procedures as stated in Policy Regulations IFBG-R. I also understand that any violation of the procedures is unethical and may constitute a criminal offense. Should I commit any violation, my access privileges may be revoked and disciplinary action taken, which could include expulsion from school.

Student Name: _____ School: _____
Student ID #: Grade _____ Level: _____
Student Signature: _____ Date: _____

SECTION B | TO BE COMPLETED BY PARENT OR GUARDIAN

I have read the *Internet Acceptable Use* procedures, as stated in Policy Regulations IFBG-R. I understand that access is designed for educational purposes. Rockdale County Public Schools has taken precautions to eliminate controversial material. However, I also recognize that it is impossible for the Rockdale County Public Schools to restrict access to all controversial materials and I will not hold the system responsible for materials acquired on the public network(s).

As the parent/guardian of the student named above, I hereby give permission to issue an account for my child and certify that the information on this form is correct.

Parent/Guardian Name: _____ Date _____

Parent/Guardian Signature: _____ Date _____

RCPS One-to-One Handbook Signature

I have read and understand the contents of the **RCPS One-to-One Student Handbook** posted on the RCPS website and agree to adhere to the policies and procedures as stated.

Student Signature: _____ Date: _____

Parent/Guardian Signature: _____ Date: _____