



**DREAMLIGHT
HIGH SCHOOL**
STRIVE FOR EXCELLENCE FROM SCRATCH TO FINISH

Student Handbook

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Welcome from the Principal

Dear Students and Parents,

Welcome to Dreamlight High School (DLHS). We are honored that you have chosen our school to be a part of your educational journey. At DLHS, we believe every student has the ability to learn, grow, and succeed. Our goal is to provide a high-quality education through a supportive learning environment that promotes academic excellence, integrity, responsibility, leadership, and lifelong learning. Whether you are enrolled in our online, hybrid, or Adult High School program, our faculty and staffs are committed to helping you achieve your educational goals. Students are expected to demonstrate respect, honesty, self-discipline, and a commitment to excellence throughout their time at DLHS. This handbook explains the policies, procedures, expectations, and services of Dreamlight High School. Every student and parent or guardian should carefully read this handbook before the school year begins. By enrolling at DLHS, students agree to follow all school policies and procedures. We encourage every student to work hard, communicate regularly with instructors, and take full advantage of the educational opportunities

available. On behalf of our faculty and staff, welcome to Dreamlight High School. We look forward to partnering with you as you prepare for success in education, your career, and life.

Mission Statement

Dreamlight High School exists to provide a quality, student-centered education that prepares learners academically, personally, and professionally through flexible online and hybrid learning opportunities while promoting integrity, leadership, responsibility, and lifelong learning.

Vision Statement

To become a respected educational institution recognized for empowering students through academic excellence, innovation, character development, and accessible learning opportunities.

Core Values

- Academic Excellence
- Integrity
- Respect
- Responsibility
- Leadership
- Service
- Lifelong Learning
- Diversity and Inclusion
- Professionalism
- Accountability

School Motto: *"Strive for Excellence from Scratch to Finish."*

Chapter 2: Admissions, Enrollment Requirements, Student Eligibility, Tuition, and Fees

2.1 Admissions Policy

Dreamlight High School (DLHS) welcomes qualified students who are committed to achieving their educational goals in a respectful and academically focused learning environment.

Admission decisions are made without unlawful discrimination and are based on the school's enrollment requirements.

2.2 Eligibility for Enrollment

DLHS accepts applications from:

- Students seeking a high school education through grades 9–12.
- Adult learners seeking to earn a high school diploma through the Adult High School (AHS) Program.
- Students transferring from public schools, private schools, charter schools, homeschool programs, or eligible international educational programs, subject to transcript evaluation.

2.3 Enrollment Requirements

Applicants may be required to submit:

- A completed enrollment application.
- Government-issued identification or other acceptable proof of identity (when applicable).
- Birth certificate (for minor students, if required).
- Previous school transcripts or report cards, if available.
- Immunization and health records when required by law or for in-person activities.
- Parent or guardian information for students under 18 years of age.
- Any additional documents requested by the school to determine enrollment eligibility.

Submission of documents does not automatically guarantee admission.

2.4 Placement Evaluation

New students may be required to complete a placement evaluation designed to assess their current academic skills.

The evaluation may include:

- English
- Mathematics
- Writing Assessment (500–600 words, typed in 12-point font)

The placement evaluation is not a pass-or-fail examination. Its purpose is to help DLHS determine the student's academic readiness and identify the most appropriate educational pathway.

2.5 Transcript Review

Students transferring from another educational institution may receive transfer credit based on an official transcript review. DLHS reserves the right to determine the acceptance of transfer credits in accordance with school policies and applicable requirements.

2.6 Tuition and Fees

Students are responsible for paying all tuition and applicable fees according to the selected payment plan. Failure to meet financial obligations may result in administrative action, including holds on transcripts, diplomas, or continued enrollment, unless otherwise required by law.

2.7 Refund Policy

Refunds are governed by the official DLHS Tuition and Refund Policy. Students should review the policy before enrolling. Certain fees, including application and enrollment fees, may be non-refundable.

2.8 Enrollment Agreement

By enrolling at Dreamlight High School, students and, when applicable, their parent or guardian acknowledge that they have read, understood, and agree to comply with the school's policies, procedures, financial obligations, and academic expectations as outlined in the Student Handbook and Enrollment Agreement.

Chapter 3:

1. Academic
2. Programs
3. Graduation

4. Requirements

5. Credit Recovery

6. Adult High School Program

3.1 Academic Programs

Dreamlight High School (DLHS) provides flexible educational opportunities designed to meet the needs of both traditional and adult learners. Instruction may be offered through online and hybrid learning formats, allowing students to progress while receiving guidance from qualified instructors.

Dreamlight High School offers:

- High School Program (Grades 9–12)
- Adult High School (AHS) Program
- Credit Recovery Program
- Academic Tutoring and Student Support Services

3.2 High School Program

The traditional high school program is designed to help students successfully complete the required coursework leading to a high school diploma. Students are expected to participate actively, complete assignments on time, and maintain regular communication with their instructors.

3.3 Adult High School (AHS) Program

The Adult High School Program is intended for adults who did not previously earn a high school diploma.

The program offers:

- Flexible scheduling

- Self-paced learning
- Transfer credit evaluation, when applicable
- Individual academic support

Students who qualify through transcript evaluation may complete the program in a shorter period based on remaining graduation requirements.

3.4 Credit Recovery Program

The Credit Recovery Program allows eligible students to recover previously failed credits required for graduation. Credit recovery is intended to help students demonstrate mastery of course standards. Completion of a credit recovery course does not automatically guarantee graduation. Students must satisfy all DLHS graduation requirements before a diploma can be awarded.

3.5 Academic Support

DLHS provides academic support services that may include:

- Instructor assistance
- Academic advising
- Tutoring
- Progress monitoring
- Student success planning

Students are encouraged to seek assistance whenever academic challenges arise.

3.6 Graduation Requirements

To earn a Dreamlight High School diploma, students must:

- Successfully complete all required coursework.
- Earn the required number of academic credits established by DLHS.

- Meet all academic and financial obligations.
- Satisfy any required assessments or graduation requirements adopted by the school.
- Receive approval from the school administration before the diploma is issued.

3.7 Academic Integrity

Students are expected to complete all assignments honestly. Cheating, plagiarism, unauthorized use of artificial intelligence (AI), falsifying academic records, or submitting another person's work as their own violates DLHS academic integrity standards and may result in disciplinary action.

3.8 Instructor Communication

Students are expected to maintain regular communication with their instructors throughout the school year. Consistent participation and timely responses help ensure academic success and satisfactory progress.

3.9 Diploma Issuance

A diploma will be awarded only after the school has verified that all graduation requirements have been completed. Official transcripts and diplomas may be withheld until all financial obligations to DLHS have been satisfied, unless otherwise required by applicable law.

Chapter 4: Attendance, Student Participation, Online Learning Expectations, Academic Progress, and Student Responsibilities

4.1 Attendance Policy

Regular attendance and active participation are essential for academic success. Although DLHS offers flexible online and hybrid learning options, students are expected to engage consistently in their courses and maintain satisfactory academic progress.

Students must log in regularly, complete assigned coursework, and communicate with their instructors as required.

4.2 Student Participation

Students are expected to:

- Participate in all required learning activities.
 - Submit assignments by established deadlines.
 - Attend scheduled live sessions, meetings, or conferences when required.
 - Respond promptly to communications from instructors and school staff.
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- Demonstrate respectful and professional behavior in all interactions.

Failure to participate consistently may affect academic progress and enrollment status.

4.3 Online Learning Expectations

Students enrolled in online courses are responsible for:

- Maintaining reliable internet access and an appropriate device.
- Logging into the learning platform on a regular basis.
- Completing coursework independently unless collaboration is authorized.
- Following all technology and academic integrity policies.
- Protecting their login credentials and account information.

Students should immediately notify the school if technical issues interfere with their ability to complete coursework.

4.4 Hybrid Learning Expectations

Students participating in hybrid instruction must comply with all classroom rules and expectations during in-person activities. They are expected to arrive on time, be prepared for instruction, and treat classmates, instructors, and school property with respect.

4.5 Academic Progress

Students are responsible for making satisfactory academic progress throughout the school year. DLHS monitors student performance through assignments, quizzes, examinations, instructor observations, and course completion. Students who experience academic difficulty may be referred for additional academic support or intervention.

4.6 Communication with Instructors

Students are expected to maintain regular communication with their instructors. Questions regarding coursework, assignments, or academic concerns should be addressed promptly through approved school communication methods.

4.7 Excused and Unexcused Absences

For required in-person activities or scheduled live instructional sessions, absences may be considered excused for reasons such as illness, family emergencies, religious observances, or other circumstances approved by the school. Students are responsible for completing any missed assignments within the time established by their instructor.

4.8 Student Responsibilities

Every DLHS student is expected to:

- Follow all school policies and procedures.
- Complete coursework honestly and on time.
- Respect instructors, staff, fellow students, and school property.
- Maintain appropriate behavior in online and in-person learning environments.
- Protect the confidentiality of school records and personal account information.
- Accept responsibility for their academic performance and conduct.

4.9 Failure to Participate

Students, who fail to participate consistently, fail to communicate with the school, or fail to make satisfactory academic progress may be subject to academic intervention, administrative review, withdrawal from courses, or other actions consistent with DLHS policies.

Chapter 5: Grading System, Academic Standards, and Student Evaluation

5.1 Academic Standards

Dreamlight High School (DLHS) is committed to maintaining high academic standards that prepare students for higher education, career success, and lifelong learning. Students are expected to complete all coursework with honesty, integrity, and consistent effort.

5.2 Grading Scale

DLHS uses the following grading scale unless otherwise specified for a particular course:

Letter Grade	Percentage	Description
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A	90–100%	Excellent
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B	80–89%	Good
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C	70–79%	Satisfactory
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D	60–69%	Minimum Passing
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F	Below 60%	Failing
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The school may revise grading standards when appropriate and in accordance with applicable policies.

5.3 Course Grades

Final course grades may be based on a combination of:

- Assignments
- Quizzes
- Unit tests
- Projects
- Essays
- Class participation (when applicable)
- Midterm examinations
- Final examinations

Each instructor will explain how grades are calculated for each course.

5.4 Placement Evaluation

New students may be required to complete a placement evaluation before enrollment or course placement.

The evaluation may include:

- English
- Mathematics
- Writing Assessment (500–600 words, typed in 12-point font)

The placement evaluation is intended to determine academic readiness and appropriate course placement. It is not a graduation examination.

5.5 Assessments

Students may complete various assessments throughout the school year to measure learning and academic progress. Assessments may include written examinations, projects, presentations, essays, discussions, or other instructor-approved methods.

5.6 Academic Progress Reports

Students and parents or guardians, when applicable, may receive periodic progress reports that summarize academic performance, attendance, and course completion.

Students are encouraged to review their progress regularly and seek assistance whenever needed.

5.7 Incomplete Grades

An incomplete grade may be assigned when a student is unable to finish required coursework because of documented circumstances approved by the school. Students must complete all outstanding requirements within the timeframe established by DLHS. Failure to do so may result in the incomplete grade being converted to a final grade.

5.8 Academic Intervention

Students experiencing academic difficulties may be required to participate in academic support services, tutoring, additional assignments, or other interventions designed to improve performance.

5.9 Grade Appeals

A student who believes a final course grade was assigned in error may submit a written appeal to the school administration within the timeframe established by DLHS. The administration will

review the appeal and provide a written decision. The decision of the administration shall be final unless otherwise provided by school policy.

5.10 Graduation Eligibility

Successful completion of individual courses does not automatically qualify a student for graduation. Students must satisfy all graduation requirements, including required credits, academic standards, and applicable financial obligations before a diploma is awarded.

Chapter 6: Assessments, Testing, Final Evaluations, and Graduation Requirements

6.1 Purpose of Assessments

Dreamlight High School (DLHS) uses assessments to measure student learning, monitor academic progress, and determine mastery of course objectives. Assessments help instructors identify student strengths and areas where additional support may be needed.

6.2 Types of Assessments

Students may complete various forms of assessment, including:

- Placement evaluations
- Quizzes
- Unit tests
- Midterm examinations

- Final examinations
- Essays and writing assignments
- Research projects
- Oral or virtual presentations
- Instructor observations and course activities

6.3 Placement Evaluation

New students may be required to complete a placement evaluation before beginning coursework.

The evaluation may include:

- English
- Mathematics
- Writing Assessment (500–600 words typed in a 12-point font)

The placement evaluation is not a pass-or-fail examination. It is used to determine the student's academic readiness and appropriate course placement.

6.4 Mastery Standard

Students are expected to demonstrate mastery of course objectives. Unless otherwise stated for a specific course or program, DLHS requires students to achieve at least 80% on required examinations or assessments designated by the school as mastery assessments. Students who do not meet the required mastery standard may be required to complete additional instruction, tutoring, remediation, or reassessment before progressing.

6.5 Final Assessments

At the end of a course, students may be required to complete a final assessment to demonstrate mastery of the course content. Final assessments may consist of written examinations, projects, essays, presentations, or other approved evaluation methods.

6.6 Academic Honesty During Testing

Students must complete all assessments honestly and independently unless collaboration is specifically authorized. Cheating, plagiarism, unauthorized use of artificial intelligence (AI), or any form of academic dishonesty may result in disciplinary action, invalidation of the assessment, or other consequences under DLHS policies.

6.7 Graduation Requirements

To receive a Dreamlight High School diploma, students must:

- Successfully complete all required coursework.
- Earn the required graduation credits established by DLHS.
- Demonstrate satisfactory academic performance.
- Meet any required assessment standards.
- Fulfill all financial obligations to the school, unless otherwise required by law.
- Receive final approval from the school administration.

6.8 Diploma Review

Before a diploma is issued, DLHS will review the student's academic record to verify that all graduation requirements have been satisfied. Additional documentation may be requested if necessary to complete the review.

6.9 Transcript and Diploma Issuance

Official diplomas and transcripts will be released after all academic requirements have been met and all administrative procedures have been completed. Processing times may vary depending on the completion of the student's file and school operations.

Chapter 7: Student Code of Conduct

7.1 Purpose

The Dreamlight High School (DLHS) Student Code of Conduct establishes the standards of behavior expected of all students. These standards are designed to promote a safe, respectful, and productive learning environment where every student has the opportunity to succeed.

7.2 General Expectations

All students are expected to:

- Demonstrate honesty and integrity.
- Treat fellow students, instructors, staff, parents, and visitors with respect and courtesy.
- Follow all school policies, procedures, and instructor directions.
- Accept responsibility for their words, actions, and academic performance.
- Contribute to a positive learning environment.

7.3 Respects for Others

Students shall not engage in behavior that intimidates, threatens, harasses, bullies, discriminates against, or disrupts the learning of others. Respectful communication is expected in classrooms, online discussions, emails, messages, and all school-related activities.

7.4 Academic Integrity

Students must complete all assignments, quizzes, examinations, projects, and other academic work honestly. Cheating, plagiarism, falsifying records, unauthorized collaboration, or misuse of technology or artificial intelligence (AI) is prohibited and may result in disciplinary action.

7.5 Appropriate Conduct

Students are expected to:

- Use respectful language.
- Maintain professional behavior during online and in-person activities.
- Follow instructor directions promptly.
- Protect school property and learning resources.
- Respect the privacy and rights of others.

7.6 Prohibited Conduct

The following behaviors are prohibited:

- Cheating or plagiarism.
- Bullying, harassment, or discrimination.
- Threats, intimidation, or violence.
- Possession or use of illegal drugs, alcohol, or weapons during school-sponsored activities or on school property.
- Vandalism or destruction of school property.
- Unauthorized access to school accounts, systems, or records.
- Disruptive behavior that interferes with teaching or learning.

- Recording or distributing school-related audio, video, or images without authorization when prohibited by school policy or applicable law.

7.7 Technology Conduct

Students using school technology or online learning platforms must comply with the DLHS Technology Acceptable Use Policy. Misuse of technology may result in suspension of technology privileges and additional disciplinary action.

7.8 Disciplinary Actions

Violations of the Student Code of Conduct may result in one or more of the following:

- Verbal warning
- Written warning
- Parent or guardian conference (for minor students)
- Academic intervention
- Loss of privileges
- Probation
- Temporary suspension from specific activities or courses
- Administrative withdrawal or expulsion, when appropriate and consistent with applicable law

The disciplinary action taken will depend on the nature, severity, and frequency of the violation.

7.9 Due Process

Students will be given an opportunity to explain their actions before disciplinary decisions are made, except when immediate action is necessary to protect the safety or security of the school community. DLHS will review disciplinary matters fairly and consistently.

7.10 Commitment to a Positive School Community

Every member of the DLHS community shares responsibility for creating an environment that supports learning, respect, responsibility, and personal growth. Students are encouraged to report concerns to school staff and to work together to uphold the school's values.

Chapter 8: Attendance, Absences, Tardiness, and Student Participation

8.1 Purpose of the Attendance Policy

Dreamlight High School (DLHS) recognizes that consistent participation is essential for academic success. Although DLHS provides flexible online and hybrid learning options, students must demonstrate regular engagement, complete assignments, and maintain satisfactory academic progress. Attendance is measured through student participation, coursework completion, communication with instructors, and participation in required learning activities.

8.2 Attendance Expectations

All DLHS students are expected to:

- Participate in learning activities regularly.
- Complete assigned coursework according to established deadlines.
- Maintain communication with instructors.
- Attend required virtual meetings, conferences, or in-person sessions when applicable.
- Make steady progress toward course completion.

8.3 Online Student Attendance

Online students are expected to log into the learning platform regularly and actively participate in their courses. Simply accessing a course without completing academic activities may not be considered satisfactory attendance.

Students must:

-
- Review lessons and instructional materials.
 - Complete assignments and assessments.
 - Communicate with instructors as required.
 - Maintain progress according to their academic plan.

8.4 Hybrid Student Attendance

Students enrolled in hybrid programs must attend scheduled in-person instructional sessions and complete online coursework as assigned.

Students are expected to:

- Arrive on time and prepared.
- Participate actively in classroom activities.
- Follow classroom expectations.
- Complete required online assignments.

8.5 Absences

Students should notify DLHS as soon as possible when circumstances prevent participation in required activities.

Examples of circumstances that may be considered valid include:

- Illness
- Family emergency

- Approved religious observance
- Other circumstances reviewed and approved by school administration

Students are responsible for completing missed assignments and maintaining academic progress.

8.6 Excessive Absences or Lack of Participation

Students who fail to participate regularly, do not communicate with instructors, or fail to complete coursework may be contacted for an academic intervention plan.

Continued lack of participation may result in:

- Academic review
- Loss of course access
- Administrative withdrawal
- Other actions consistent with DLHS policies

8.7 Tardiness

For required live sessions, hybrid classes, appointments, or meetings, students are expected to be punctual. Repeated tardiness may affect participation records and academic progress.

8.8 Student Progress Monitoring

DLHS monitors student engagement through:

- Course completion records
- Assignment submissions
- Assessment results
- Instructor communication
- Participation reports

Students and parents/guardians, when applicable, may receive progress updates.

8.9 Student Responsibility

Students are responsible for managing their time effectively, completing academic requirements, and communicating with the school when challenges arise. Successful students demonstrate commitment, responsibility, and consistent effort throughout their educational journey.

Chapter 9: Online Learning Policy and Digital Classroom Expectations

9.1 Purpose of the Online Learning Policy

Dreamlight High School (DLHS) provides online learning opportunities designed to offer students flexible access to quality education. Successful online learning requires responsibility, communication, self-discipline, and active participation. This policy establishes expectations for students enrolled in online courses and digital learning environments.

9.2 Online Learning Expectations

Students participating in online courses are expected to:

- Access course materials regularly.
- Complete lessons, assignments, and assessments on schedule.
- Maintain communication with instructors.
- Participate in virtual discussions and activities when required.
- Demonstrate academic honesty.
- Follow all school policies while using online platforms.

9.3 Required Technology

Students are responsible for having access to:

- A reliable internet connection.
- A computer, laptop, tablet, or approved device.

- Required software or applications.
- A functioning email account for school communication.

Students should notify DLHS promptly if technology issues prevent them from completing coursework.

9.4 Digital Classroom Behavior

Students must maintain professional and respectful behavior in all digital learning environments.

Students should:

- Use respectful language.
- Communicate appropriately with instructors and classmates.
- Remain focused during virtual instruction.
- Avoid disruptive activities.
- Follow instructor directions.

9.5 Student Account Security

Students are responsible for protecting their personal login information.

Students must:

- Keep passwords confidential.
- Avoid sharing accounts.
- Report unauthorized access immediately.
- Use only their assigned accounts for school activities.

9.6 Online Communication

All school-related communication must be conducted professionally. This includes:

- Email messages
- Discussion boards
- Virtual meetings
- Learning platform messages

Students should use appropriate greetings, complete sentences, and respectful language when communicating with faculty and staff.

9.7 Digital Citizenship

DLHS encourages responsible digital citizenship. Students should understand that online actions can affect themselves and others.

Students must:

- Respect privacy.
- Avoid inappropriate content.
- Respect intellectual property.
- Use technology for educational purposes.

9.8 Virtual Attendance and Participation

Online attendance is demonstrated through active participation, including:

- Completing assigned coursework.
- Submitting assignments.
- Taking assessments.
- Communicating with instructors.
- Participating in required activities.

Failure to participate may affect academic standing.

9.9 Technical Support

Students experiencing technical difficulties should notify the school or instructor as soon as possible. Students are responsible for seeking assistance early to prevent delays in academic progress.

9.10 Commitment to Online Success

DLHS believes online education can provide meaningful learning opportunities when students take responsibility for their education. Successful online students are organized, motivated, respectful, and committed to completing their academic goals.

Chapter 10: Hybrid Learning Policy and In-Person Student Expectations

10.1 Purpose of the Hybrid Learning Policy

Dreamlight High School (DLHS) offers hybrid learning opportunities that combine online instruction with in-person educational support. The hybrid model provides students with flexibility while maintaining academic structure, instructor guidance, and meaningful engagement.

This policy establishes expectations for students participating in hybrid learning activities.

10.2 Hybrid Learning Expectations

Hybrid students are expected to:

- Attend scheduled in-person sessions.
- Complete assigned online coursework.
- Participate actively in classroom activities.
- Communicate regularly with instructors.
- Follow all school rules and procedures.

- Demonstrate respect and professionalism.

10.3 In-Person Attendance

Students attending in-person activities must:

- Arrive on time.
-
- Be prepared with required materials.
 - Remain engaged throughout instruction.
 - Follow classroom expectations.
 - Notify the school of absences according to DLHS procedures.

10.4 Classroom Behavior

Students must maintain a positive learning environment by:

- Respecting teachers, staff, and classmates.
- Listening and following directions.
- Using appropriate language.
- Avoiding disruptive behavior.
- Taking responsibility for their actions.

10.5 Academic Responsibilities

Hybrid students are responsible for completing both online and in-person requirements. Attendance at a physical location does not replace completion of online assignments, assessments, and course requirements.

10.6 Student Preparation

Students should come prepared for each learning session with:

- Required textbooks or digital materials.

- Necessary technology devices.
- Completed assignments.
- Questions or topics requiring instructor assistance.

10.7 Health and Safety Expectations

Students must follow all health and safety procedures established by DLHS or any approved learning location. Students should immediately report safety concerns, accidents, or emergencies to school personnel.

10.8 Use of School Property

Students are expected to respect all school facilities, equipment, technology, and instructional materials. Damage caused intentionally or through negligence may result in disciplinary action and financial responsibility.

10.9 Communication with Families

For students under 18 years old, DLHS encourages regular communication with parents or guardians regarding attendance, academic progress, and student success.

10.10 Commitment to Hybrid Learning Success

Hybrid learning requires cooperation between students, families, instructors, and administrators. Students who demonstrate responsibility, respect, and consistent effort are more likely to achieve academic success.

Chapter 11: Technology Acceptable Use Policy

11.1 Purpose of the Technology Policy

Dreamlight High School (DLHS) recognizes that technology is an essential part of modern education. This policy establishes expectations for the responsible, safe, and ethical use of technology resources provided by the school or used for school-related activities.

Technology must be used to support learning, communication, research, and academic success.

11.2 Covered Technology Resources

This policy applies to:

- School learning platforms.
- School email accounts.
- Digital textbooks and curriculum resources.
- Computers, tablets, and other devices used for school activities.
- Internet access used for educational purposes.
- Online communication tools.

11.3 Student Responsibilities

Students using technology for DLHS activities must:

- Use technology for educational purposes only.
- Follow instructor directions.
- Protect account information and passwords.
- Respect the privacy of others.
- Report technical problems or security concerns.
- Maintain professional online behavior.

11.4 Acceptable Technology Use

Acceptable use includes:

- Completing assignments.
- Accessing instructional materials.

- Communicating with teachers and classmates appropriately.
- Conducting academic research.
- Participating in approved online learning activities.

11.5 Prohibited Technology Use

Students may not:

- Access unauthorized accounts or systems.
- Share passwords or allow others to use their accounts.
- Download illegal or inappropriate content.
- Use technology to harass, threaten, or harm others.
- Attempt to bypass security systems.
- Submit work created by others as their own.
- Use technology to violate academic integrity policies.

11.6 Cybersecurity and Privacy

Students must help protect the security of DLHS systems by:

- Keeping passwords confidential.
- Avoiding suspicious links or messages.
- Reporting suspected security issues.
- Protecting personal and school information.

11.7 Personal Devices

Students may use personal devices for DLHS coursework when permitted. Personal devices must meet school expectations for appropriate use, security, and academic focus.

11.8 Artificial Intelligence (AI) and Technology Tools

Students may use artificial intelligence tools or other technology resources only when permitted by their instructor or school policy. Technology must support learning and may not replace a student's own academic work. Unauthorized use of AI tools may be considered a violation of academic integrity.

11.9 Monitoring and Enforcement

DLHS reserves the right to monitor the use of school technology resources to ensure compliance with educational, safety, and security requirements.

Violation of this policy may result in:

- Loss of technology privileges.
- Academic consequences.
- Disciplinary action.
- Suspension or removal from school programs when appropriate.

11.10 Student Agreement

By using DLHS technology resources, students agree to use technology responsibly, respectfully,

Chapter 12: Artificial Intelligence (AI) Policy and Responsible Use of Emerging Technology

12.1 Purpose of the AI Policy

Dreamlight High School (DLHS) recognizes that artificial intelligence (AI) and emerging technologies are becoming important tools in education, business, and society. DLHS encourages responsible use of technology while protecting academic integrity, creativity, critical thinking, and authentic student learning. The purpose of this policy is to establish guidelines for the appropriate use of AI tools in academic activities.

12.2 Responsible Use of AI

Students may use AI tools as learning resources when such use is:

- Approved by the instructor.
- Used to support understanding and learning.

- Properly acknowledged when required.

- Combined with the student's own ideas, analysis, and work.

AI should be used as a support tool, not as a replacement for student effort.

12.3 Unauthorized Use of AI

Students may not use AI tools to:

- Submit AI-generated work as their own without permission.
- Complete assignments, essays, projects, or assessments when independent work is required.
- Create false information or misleading academic submissions.
- Avoid learning required course material.
- Violate academic integrity standards.

Unauthorized AI use may be treated as plagiarism or academic dishonesty.

12.4 Student Responsibility

Students are responsible for the accuracy, quality, and originality of all work submitted under their name.

Students must:

- Review and verify information generated by AI tools.

- Correct errors or inaccurate information.
- Demonstrate personal understanding of course content.
- Follow instructor instructions regarding AI use.

12.5 AI in Assessments and Examinations

Unless specifically authorized, students may not use AI tools during examinations, final assessments, or other evaluations designed to measure individual knowledge and skills.

Violation may result in invalidation of the assessment and disciplinary action.

12.6 Teacher Guidance

DLHS instructors may establish specific classroom rules regarding AI use. Students must follow instructor directions regarding when and how AI tools may be used.

12.7 Privacy and Security

Students must not enter confidential school information, personal student records, passwords, or protected information into AI systems. Students should use technology responsibly and protect their privacy and the privacy of others.

12.8 Preparing Students for the Future

DLHS believes that understanding and using technology responsibly is an important part of preparing students for college, careers, leadership, and lifelong learning. Students are encouraged to develop critical thinking skills, creativity, ethical decision-making and responsible technology habits.

Chapter 13: Academic Integrity, Plagiarism, Cheating, and Student Honesty Policy

13.1 Purpose of the Academic Integrity Policy

Dreamlight High School (DLHS) is committed to maintaining a culture of honesty, responsibility, and academic excellence. Academic integrity is the foundation of meaningful learning and ensures that student achievement reflects genuine knowledge, skills, and effort.

All students are expected to complete academic work honestly and take responsibility for their own learning.

13.2 Definition of Academic Integrity

Academic integrity means demonstrating honesty and ethical behavior in all educational activities, including:

- Assignments
- Projects
- Essays
- Quizzes
- Examinations
- Research activities
- Online discussions
- Final assessments

13.3 Prohibited Academic Dishonesty

The following actions are considered violations of academic integrity:

Cheating

Using unauthorized materials, assistance, technology, or information to gain an unfair advantage on academic work.

Examples include:

- Copying answers from another student.

- Using unauthorized notes during an examination.
- Receiving unauthorized assistance on assignments.

Plagiarism

Presenting another person's ideas, words, research, or work as one's own without proper acknowledgment.

Examples include:

- Copying text from websites, books, or other sources without citation.
- Submitting another person's work as personal work.
- Using AI-generated content without permission or proper disclosure.

Falsification

Providing false information or altering academic records, documents, or school information.

Unauthorized Collaboration

Working with others on assignments or assessments when individual work is required.

13.4 Student Responsibilities

Students must:

- Submit original work.
- Properly cite sources when required.
- Ask instructors for clarification when unsure about assignment expectations.
- Use technology and AI tools according to DLHS policies.
- Maintain honesty in all academic activities.

13.5 Instructor Responsibilities

DLHS instructors are responsible for:

- Clearly communicating academic expectations.
 - Providing guidance on proper research and citation.
 - Evaluating student work fairly.
-
- Addressing academic integrity concerns consistently.

13.6 Consequences of Academic Dishonesty

Violations of academic integrity may result in:

- Warning and academic counseling.
- Assignment revision or resubmission.
- Reduced or failing grade on the assignment.
- Invalidated assessment or examination.
- Parent or guardian notification for minor students.
- Academic probation.
- Suspension or withdrawal from DLHS programs.

The consequences will depend on the seriousness and frequency of the violation.

13.7 Academic Integrity Review

When a possible violation occurs, DLHS may review the situation, allow the student an opportunity to respond, and determine appropriate action.

13.8 Commitment to Honest Learning

DLHS believes that true success is achieved through dedication, effort, and personal growth. Students who practice academic integrity develop the skills and character necessary for future education, careers, and leadership.

Chapter 14: Student Discipline Procedures and Administrative Actions

14.1 Purpose of the Discipline Policy

Dreamlight High School (DLHS) is committed to maintaining a safe, respectful, and productive educational environment. The purpose of discipline is to encourage responsibility, accountability, personal growth, and positive decision-making. Disciplinary procedures are designed to address misconduct fairly while protecting the rights and safety of all members of the school community.

14.2 Student Expectations

All students are expected to:

- Follow the policies and procedures established by DLHS.
- Respect instructors, staff, classmates, and visitors.
- Demonstrate honesty, responsibility, and professionalism.
- Maintain appropriate behavior in online and in-person learning environments.
- Take responsibility for their actions.

14.3 Types of Misconduct

Examples of misconduct include, but are not limited to:

- Academic dishonesty.
- Bullying, harassment, or intimidation.
- Threats or acts of violence.
- Disrespectful or disruptive behavior.
- Misuse of technology or school systems.
- Damage to school property.

- Falsification of documents or information.
- Violation of school safety policies.
- Conduct that interferes with the learning environment.

14.4 Progressive Discipline

DLHS may use progressive discipline based on the seriousness and circumstances of a violation. Possible actions include:

1. Verbal Warning

The student is informed of the concern and expectations for improvement.

2. Written Warning

A formal notice is provided outlining the violation and required corrective action.

3. Academic or Behavioral Intervention

The student may receive additional support, counseling, or an improvement plan.

4. Probation

The student may be placed on a period of monitored status with specific expectations.

5. Suspension

A student may temporarily lose access to certain school activities or services.

6. Administrative Withdrawal or Expulsion

Serious or repeated violations may result in removal from the program.

14.5 Factors Considered in Discipline Decisions

DLHS administration may consider:

- The seriousness of the behavior.

- The student's previous conduct record.
- The impact on other students or the school community.
- The student's willingness to correct the behavior.
- Any relevant circumstances.

14.6 Student Opportunity to Respond

Before significant disciplinary action is taken, students will generally have an opportunity to explain their perspective regarding the alleged violation. DLHS will review available information before making a final decision.

14.7 Parent or Guardian Notification

For students under 18 years of age, parents or guardians may be notified of significant disciplinary concerns, interventions, or decisions.

14.8 Immediate Action

DLHS reserves the right to take immediate action when necessary to protect the safety of students, staff, or the school community.

14.9 Restoration and Improvement

DLHS believes discipline should provide opportunities for growth. Students may be encouraged to reflect on their choices, repair harm when appropriate, and demonstrate improved behavior.

14.10 Administrative Authority

The DLHS administration has the authority to interpret and enforce this policy in accordance with school procedures and applicable laws.

Chapter 15: Bullying, Harassment, Discrimination, and Respectful Learning Environment Policy

15.1 Purpose of the Policy

Dreamlight High School (DLHS) is committed to providing a safe, respectful, and inclusive learning environment where every student has the opportunity to learn and succeed. Bullying, harassment, discrimination, intimidation, and disrespectful behavior are not acceptable and will not be tolerated.

15.2 Commitment to Respect

DLHS expects all students, staff, and members of the school community to treat one another with dignity, respect, and professionalism.

Students are expected to:

- Respect individual differences.
- Communicate appropriately.
- Support a positive learning environment.
- Avoid behaviors that may harm, intimidate, or exclude others.

15.3 Definition of Bullying

Bullying is repeated or intentional behavior that involves an imbalance of power and causes, or attempts to cause, harm, fear, humiliation, or emotional distress to another person.

Bullying may occur:

- In person.
- Online or through digital communication.
- Through social media.
- Through messages, emails, or virtual learning platforms.

15.4 Examples of Bullying

Bullying may include:

- Threatening or intimidating behavior.
 - Repeated insults or hurtful comments.
 - Spreading harmful rumors.
 - Excluding or isolating others intentionally.
-

- Cyberbullying.
- Sharing private information to harm another person.

15.5 Harassment Policy

Harassment includes unwanted conduct that creates an intimidating, hostile, or offensive educational environment.

Harassment may include:

- Verbal abuse.
- Threats.
- Repeated unwanted communication.
- Inappropriate comments or behavior.
- Actions that interfere with another student's ability to participate in school activities.

15.6 Nondiscrimination Statement

Dreamlight High School is committed to providing equal educational opportunities and does not tolerate unlawful discrimination in its programs, services, or activities. DLHS expects all members of the school community to respect others regardless of background, personal characteristics, or circumstances protected by applicable laws.

15.7 Reporting Concerns

Students who experience or witness bullying, harassment, discrimination, or inappropriate behavior should report the concern to a DLHS administrator, instructor, or designated school representative. Reports will be reviewed seriously and handled as confidentially as possible.

15.8 Investigation Process

When a report is received, DLHS may:

- Review available information.
- Speak with involved individuals.
- Determine appropriate action.
- Provide support or corrective measures.

DLHS will make reasonable efforts to address concerns promptly and fairly.

15.9 Retaliation Prohibited

Retaliation against any student who reports a concern, participates in an investigation, or seeks assistance is prohibited.

15.10 Creating a Positive School Culture

Every DLHS student contributes to the school environment. Students are encouraged to demonstrate kindness, respect, responsibility, and leadership in all academic and personal interactions.

Chapter 16: Student Safety, Security, and Emergency Procedures

16.1 Purpose of the Safety Policy

Dreamlight High School (DLHS) is committed to maintaining a safe, secure and supportive educational environment for all students, staff, and members of the school community. Student

safety is a shared responsibility. All students are expected to follow safety procedures, report concerns, and contribute to a respectful learning environment.

16.2 General Safety Expectations

Students are expected to:

- Follow all school safety rules and procedures.
- Report unsafe conditions or concerning behavior.
- Treat others with respect.
- Avoid actions that may create danger or disruption.
- Follow instructions from school personnel during emergencies.

16.3 Online Safety

Because DLHS provides online learning opportunities, students must practice safe digital habits, including:

- Protecting personal information.
- Keeping passwords confidential.
- Avoiding unsafe websites or suspicious communications.
- Reporting cyberbullying, threats, or inappropriate online behavior.
- Using school technology responsibly.

16.4 Emergency Communication

In the event of an emergency, DLHS will communicate important information through approved methods, which may include:

- Email communication.
- Phone notifications.

- Learning platform announcements.
- Official school communication channels.

Students and families are responsible for keeping contact information current.

16.5 Emergency Situations during Hybrid Activities

During in-person activities, students must:

- Follow directions from instructors and staff.
- Remain calm and orderly.
- Follow evacuation or emergency instructions.
- Report injuries or safety concerns immediately.

16.6 Threats and Safety Concerns

Any threat, statement, or behavior that may endanger students, staff, or the school community must be reported immediately. DLHS will take safety concerns seriously and may involve appropriate authorities when necessary.

16.7 Health and Wellness

Students are encouraged to maintain habits that support academic success, including:

- Proper rest.
- Healthy nutrition.
- Time management.
- Seeking assistance when facing challenges.

Students and families should notify the school of circumstances that may affect participation or academic progress.

16.8 Visitor and Access Procedures

For any approved in-person activities, visitors may be required to follow school procedures, including identification verification and authorization requirements.

Unauthorized individuals may not participate in school activities.

16.9 Safety Responsibilities

Students share responsibility for maintaining a safe environment by:

- Reporting concerns.
- Following policies.
- Respecting others.
- Making responsible decisions.

16.10 Commitment to Student Safety

DLHS is dedicated to creating an environment where students can learn confidently and pursue their educational goals while feeling respected, supported, and safe.

Chapter 17: Student Records, Privacy, and FERPA Policy

17.1 Purpose of the Student Records Policy

Dreamlight High School (DLHS) recognizes the importance of protecting student information and maintaining accurate educational records. The school is committed to safeguarding student privacy while providing appropriate access to records as required for educational purposes and applicable laws.

17.2 Student Educational Records

Student records may include:

- Enrollment information.
 - Academic transcripts.
 - Grades and assessments.
 - Attendance and participation records.
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- Graduation records.
- Disciplinary records, when applicable.
- Communication related to student progress.
- Other documents maintained as part of the student's educational file.

17.3 Confidentiality of Student Records

DLHS maintains student records as confidential educational information. Access to student records is limited to authorized individuals who have a legitimate educational interest or as otherwise permitted by law.

17.4 FERPA Compliance

Dreamlight High School follows the principles of the Family Educational Rights and Privacy Act (FERPA), a federal law designed to protect the privacy of student education records.

FERPA provides eligible students and parents/guardians of minor students certain rights regarding education records, including:

- The right to inspect and review education records.
- The right to request correction of inaccurate or misleading records.
- The right to consent to disclosure of personally identifiable information, except where permitted by law.
- The right to file a complaint regarding alleged FERPA violations.

17.5 Access to Records

Access to student records may be provided to:

- The student (when eligible under FERPA).
 - Parents or legal guardians of minor students, as permitted by law.
 - School officials with legitimate educational interests.
-
- Authorized organizations or individuals as allowed by law.

17.6 Requesting Record Corrections

Students or parents/guardians who believe a record contains inaccurate or misleading information may request a review and correction. Requests should be submitted in writing to DLHS administration and should identify the specific record and the reason for the requested correction.

17.7 Release of Student Information

DLHS will not release personally identifiable student information without appropriate authorization unless permitted or required by law.

Examples of permitted disclosures may include disclosures:

- To school officials with legitimate educational interests.
- To comply with legal requirements.
- For educational purposes allowed under FERPA.

17.8 Transcript Requests

Students may request official transcripts by following DLHS transcript request procedures.

Transcript requests must include sufficient identifying information and may require verification of the requester's identity.

17.9 Record Retention

DLHS maintains student records according to applicable requirements and school record-keeping procedures.

17.10 Student Privacy Responsibility

Students, families, and staff share responsibility for protecting confidential information.

Unauthorized sharing, misuse, or access of student records is prohibited.

17.11 Commitment to Privacy

DLHS values student privacy and is committed to maintaining accurate, secure, and confidential educational records that support student success.

Chapter 18: Privacy Policy, Data Protection, and Confidentiality of Information

18.1 Purpose of the Privacy Policy

Dreamlight High School (DLHS) is committed to protecting the privacy, security, and confidentiality of information belonging to students, families, employees, and members of the school community. This policy explains how DLHS collects, uses, protects, and maintains personal information in accordance with applicable laws, educational standards, and school procedures.

18.2 Collection of Student Information

DLHS may collect information necessary to provide educational services, including:

- Student identification information.
- Contact information.
- Enrollment documents.
- Academic records.
- Assessment results.
- Attendance and participation records.

- Communication records.
- Payment and enrollment information.

DLHS collects only information necessary for legitimate educational and administrative purposes.

18.3 Use of Student Information

Student information may be used for:

- Enrollment and admissions processing.
- Academic planning and advising.
- Course placement.
- Progress monitoring.
- Communication with students and families.
- Maintaining official school records.
- Meeting legal and educational requirements.

18.4 Protection of Information

DLHS takes reasonable steps to protect student and family information from unauthorized access, disclosure, alteration, or misuse.

Protection measures may include:

- Secure record storage.
- Controlled access to confidential information.
- Password protection.
- Staff training regarding confidentiality.
- Appropriate technology security practices.

18.5 Confidentiality Responsibilities

All DLHS staff members and authorized representatives are expected to maintain confidentiality regarding student information.

Confidential information may not be:

- Shared with unauthorized individuals.
- Used for personal purposes.
- Accessed without a legitimate educational or administrative reason.

18.6 Digital Information Security

Because DLHS provides online learning services, students and families are encouraged to practice safe digital habits, including:

- Protecting account passwords.
- Using secure devices.
- Avoiding sharing personal information unnecessarily.
- Reporting suspected security concerns.

18.7 Third-Party Services

DLHS may use approved educational technology platforms or service providers to support instruction, administration, and student services. These providers are expected to handle information responsibly and according to applicable agreements and privacy requirements.

18.8 Student and Family Responsibilities

Students and families should:

- Provide accurate information to the school.
- Update contact information when changes occur.
- Protect their own account credentials.
- Avoid sharing confidential school information without authorization.

18.9 Privacy Complaints

Questions or concerns regarding privacy or confidentiality should be submitted to DLHS administration. The school will review concerns and respond according to established procedures.

18.10 Commitment to Trust and Security

DLHS recognizes that trust is essential in education. The school is committed to protecting personal information while providing quality educational services to students and families.

Chapter 19: Tuition, Payments, Fees, and Financial Responsibilities Policy

19.1 Purpose of the Financial Policy

Dreamlight High School (DLHS) is committed to providing quality educational opportunities while maintaining clear and transparent financial expectations for students and families. This policy explains tuition obligations, payment procedures, fees, refunds, and financial responsibilities related to enrollment.

19.2 Tuition Responsibility

By enrolling at DLHS, students and, when applicable, parents or guardians acknowledge responsibility for tuition and approved fees associated with their educational program. Students are responsible for understanding the cost of their program and selecting an appropriate payment option before enrollment is finalized.

19.3 Tuition and Payment Plans

DLHS may offer flexible payment options to support students and families, including:

- Payment in full.
- Scheduled installment payments.
- Other approved payment arrangements established by the school.

All payment agreements must be completed according to the terms provided during enrollment.

19.4 Fees

Students may be responsible for additional fees related to services provided by DLHS, including, but not limited to:

- Application fees.
- Enrollment processing fees.
- Official document requests.
- Transcript requests.
- Diploma services.
- Replacement documents.
- Shipping and handling fees.
- Other approved administrative services.

Students will be informed of applicable fees before services are provided.

19.5 Payment Expectations

Students and families are expected to:

- Make payments on or before scheduled due dates.
- Maintain accurate billing information.
- Communicate with the school regarding financial difficulties.

- Resolve outstanding balances according to school procedures.

19.6 Late Payments

Failure to meet financial obligations may result in administrative action, including:

- Payment reminders.
-
- Temporary restrictions on certain services.
 - Review of enrollment status.
 - Other actions permitted under school policy and applicable requirements.

DLHS encourages students and families to communicate early when payment challenges occur.

19.7 Refund Policy

Refunds are governed by the official DLHS Tuition and Refund Policy.

Refund eligibility may depend on:

- Date of withdrawal.
- Program participation.
- Access to digital materials.
- Non-refundable fees.
- Applicable school requirements.

Students must complete the official withdrawal process to request consideration for a refund.

19.8 Withdrawal and Financial Obligations

Students who withdraw from DLHS remain responsible for any financial obligations incurred before the effective withdrawal date according to the school's refund and enrollment agreements.

19.9 Financial Records

DLHS maintains financial records related to student enrollment, payments, and approved services. Students may request information regarding their account according to school procedures.

19.10 Commitment to Financial Transparency

DLHS is committed to communicating financial expectations clearly and treating students and families with fairness, professionalism, and respect.

Chapter 20: Financial Obligations, Student Accounts, and Administrative Procedures

20.1 Purpose of the Financial Obligations Policy

Dreamlight High School (DLHS) believes that clear financial procedures help maintain a successful educational partnership between the school, students, and families. This chapter explains student account responsibilities, payment management, and administrative procedures related to financial matters.

20.2 Student Account Responsibilities

Each enrolled student is responsible for maintaining an accurate and active account with DLHS.

Students and families must:

- Review tuition agreements carefully.
- Understand payment schedules and financial commitments.
- Keep billing and contact information current.
- Respond to financial communications from the school.
- Report concerns regarding account information promptly.

20.3 Enrollment and Financial Agreement

Before beginning coursework, students or authorized representatives must acknowledge the enrollment agreement, including:

- Program selection.
- Tuition amount.
- Payment schedule.
- Applicable fees.

-
- Refund policies.
 - Student responsibilities.

Enrollment confirms agreement to meet the financial obligations established by DLHS.

20.4 Payment Records

DLHS maintains records of:

- Tuition payments.
- Approved fees.
- Payment arrangements.
- Refunds or adjustments.
- Account communications.

Students may request clarification of their account information through appropriate school procedures.

20.5 Outstanding Balances

Students with outstanding financial obligations should communicate with the school administration to discuss available options.

DLHS may take administrative action related to unpaid balances, which may include:

- Placing an account hold.

- Restricting certain administrative services.
- Reviewing continued enrollment status.

Any action taken will be consistent with applicable laws and school policies.

20.6 Financial Assistance and Special Arrangements

Students experiencing financial difficulties may contact DLHS administration to discuss possible payment arrangements or available options. Approval of any special arrangement is determined by the school.

20.7 Document and Service Fees

Certain administrative services may require additional fees, including:

- Official transcripts.
- Replacement diplomas.
- Certified documents.
- Document shipping.
- Other administrative requests.

Students will be informed of fees before services are completed.

20.8 Refund Processing

Approved refunds will be processed according to the DLHS Refund Policy. Processing times may vary based on verification requirements and administrative procedures.

20.9 Financial Communication

DLHS strives to communicate financial information clearly and professionally. Students and families are encouraged to contact the school promptly with questions or concerns.

20.10 Commitment to Responsible Financial Management

DLHS encourages students and families to approach financial responsibilities with honesty, planning, and communication. Clear financial practices support the school's ability to continue providing quality educational services.

Chapter 21: Parent and Guardian Responsibilities and Family Partnership Policy

21.1 Purpose of Family Partnership

Dreamlight High School (DLHS) recognizes that student success is strengthened through cooperation between students, parents, guardians, and the school community. Parents and guardians play an important role in supporting academic achievement, responsible behavior, and successful completion of educational goals.

21.2 Parent and Guardian Responsibilities

Parents and guardians of minor students are expected to:

- Support regular student participation and academic progress.
- Encourage completion of assignments and assessments.
- Maintain communication with DLHS when needed.
- Ensure that contact information remains current.
- Review school communications, progress reports, and academic updates.
- Encourage responsible technology use.
- Support compliance with school policies and expectations.

21.3 Supporting Online Learning

Because DLHS offers online learning opportunities, parents and guardians should help students develop effective learning habits, including:

- Establishing a consistent study environment.
- Encouraging time management.
- Monitoring academic progress when appropriate.
- Supporting communication with instructors.

21.4 Communication with the School

DLHS values open and respectful communication between families and school personnel.

Parents and guardians should:

- Contact instructors or administrators with questions or concerns.
- Communicate changes that may affect student success.
- Participate in conferences or meetings when requested.
- Provide accurate information during enrollment and throughout the student's education.

21.5 Student Independence and Responsibility

DLHS encourages students to become responsible, independent learners. Parents and guardians should provide appropriate support while allowing students to develop self-discipline, decision-making skills, and ownership of their education.

21.6 Parent Access to Student Information

Access to student educational records and academic information is provided according to applicable privacy laws and DLHS policies. Parents or guardians of minor students may have access to certain information as permitted by law.

21.7 Family Support for Academic Integrity

Parents and guardians are encouraged to support honesty and responsibility by:

- Encouraging students to complete their own work.
 - Reinforcing the importance of academic integrity.
-
- Supporting proper use of technology and AI tools.

21.8 Addressing Concerns

Parents and guardians who have concerns regarding academic progress, school services, policies, or student experiences should follow the DLHS communication and complaint procedures.

21.9 Partnership for Student Success

DLHS believes education is a partnership. Through cooperation, communication, and shared responsibility, students are better prepared to achieve academic success and become responsible leaders.

Chapter 22: Student Rights and Responsibilities Policy

22.1 Purpose of the Policy

Dreamlight High School (DLHS) believes that every student deserves a respectful, safe, and supportive learning environment. Students have rights that protect their educational experience and responsibilities that help maintain a positive school community.

22.2 Student Rights

DLHS students have the right to:

- Receive quality educational services consistent with the school's programs and policies.
- Be treated with dignity, respect, and fairness.
- Learn in an environment free from bullying, harassment, and unlawful discrimination.
- Receive clear information regarding academic expectations, policies, and procedures.

- Communicate with instructors and school administrators regarding educational concerns.
- Have educational records maintained with appropriate privacy protections.
- Receive fair consideration in academic and disciplinary matters.
- Request assistance and academic support when needed.

22.3 Student Responsibilities

Students are responsible for:

- Following all DLHS policies and procedures.
- Completing coursework honestly and on time.
- Maintaining regular participation in their educational program.
- Communicating respectfully with instructors, staff, and classmates.
- Protecting school technology, materials, and resources.
- Maintaining academic integrity.
- Taking responsibility for personal decisions and academic progress.

22.4 Right to a Respectful Learning Environment

Students have the right to learn in an environment that promotes:

- Respect.
- Safety.
- Academic achievement.
- Personal growth.
- Equal opportunity.

Students also share responsibility for helping create this environment for others.

22.5 Student Voice and Communication

DLHS encourages students to communicate ideas, questions, and concerns through appropriate channels. Students are encouraged to provide constructive feedback that may help improve educational services.

22.6 Responsible Decision-Making

Students are expected to make choices that support their education and future goals. Responsible students demonstrate:

- Self-discipline.
- Respect for others.
- Honesty.
- Accountability.
- Leadership.

22.7 Protection of Student Rights

DLHS is committed to protecting student rights while maintaining appropriate academic, safety, and conduct standards. Students who believe their rights have not been respected may follow the school's complaint and grievance procedures.

22.8 Commitment to Student Success

DLHS believes students succeed when rights and responsibilities work together. Every student is encouraged to take an active role in their education and contribute positively to the school community.

Chapter 23: Communication Policy between Students, Families, Instructors, and Administration

23.1 Purpose of the Communication Policy

Dreamlight High School (DLHS) believes that effective communication is essential for student success. Clear, respectful, and timely communication among students, families, instructors, and administration helps create a strong educational partnership.

23.2 Official School Communication

DLHS uses approved communication methods to share important information, including:

- School email.
- Learning management systems.
- Phone communication.
- Official school announcements.
- Parent or student portals, when available.

Students and families are responsible for regularly checking official communication channels.

23.3 Student Communication Responsibilities

Students are expected to:

- Communicate respectfully with instructors and staff.
- Respond to important school messages.
- Ask questions when clarification is needed.
- Notify the school of concerns affecting academic progress.
- Use professional language in all school-related communication.

23.4 Communication with Instructors

Students should contact instructors regarding:

- Course questions.
- Assignment clarification.

- Academic support.
- Progress concerns.
- Technical difficulties affecting coursework.

Students should allow reasonable time for instructors to respond.

23.5 Parent and Guardian Communication

For minor students, DLHS encourages parents and guardians to maintain communication regarding:

- Academic progress.
- Attendance and participation.
- Student concerns.
- Support needed for success.

The school will communicate with parents or guardians according to applicable privacy requirements.

23.6 Professional Communication Standards

All school-related communication should demonstrate:

- Respect.
- Courtesy.
- Honesty.
- Professionalism.
- Appropriate language.

Disrespectful, threatening, or inappropriate communication may result in disciplinary action.

23.7 Response Expectations

Students, families, and staff should make reasonable efforts to respond to important communications in a timely manner. Failure to respond to repeated school communications may affect enrollment status, academic progress, or access to certain services.

23.8 Resolving Communication Concerns

Concerns should first be addressed through appropriate channels:

1. Student and instructor communication.
2. Program coordinator or academic advisor.
3. School administration.

DLHS encourages respectful problem-solving before concerns become larger issues.

23.9 Emergency Communication

In emergencies, DLHS will use available communication methods to provide important information as quickly as possible. Students and families should keep contact information updated.

23.10 Commitment to Effective Communication

DLHS believes strong communication builds trust, improves student outcomes, and strengthens the relationship between the school and the community it serves.

Chapter 24: Student Services, Academic Support, Counseling, and Educational Resources

24.1 Purpose of Student Services

Dreamlight High School (DLHS) is committed to supporting students beyond classroom instruction. Student services are designed to help learners achieve academic success, overcome challenges, and successfully complete their educational goals.

24.2 Academic Advising

DLHS provides academic guidance to assist students with:

- Understanding graduation requirements.
 - Selecting appropriate courses.
 - Reviewing academic progress.
-
- Developing plans for successful completion.
 - Preparing for future educational or career opportunities.

24.3 Instructor Support

Students have access to instructor support for:

- Course questions.
- Assignment assistance.
- Academic clarification.
- Learning strategies.
- Progress improvement.

Students are encouraged to seek assistance early when challenges arise.

24.4 Tutoring Services

DLHS may provide tutoring or additional academic support to help students strengthen skills and improve understanding of course content.

Tutoring may include:

- Subject-specific assistance.
- Study skills support.
- Assignment guidance.

- Academic improvement plans.

Tutoring is designed to support learning and does not replace required coursework or academic requirements.

24.5 Counseling and Student Guidance

DLHS may provide guidance services related to:

- Academic planning.
- Career preparation.
- Educational goals.
- Student success strategies.

When students require specialized services beyond the school's available resources, DLHS may recommend appropriate external resources.

24.6 English Language Support

DLHS may offer English language support opportunities for students who need assistance developing English communication skills for academic success.

Support may include:

- Reading assistance.
- Writing development.
- Vocabulary improvement.
- Academic communication skills.

24.7 Career and College Preparation

DLHS encourages students to prepare for life after graduation through:

- Career exploration.

- Goal setting.
- Professional skills development.
- College or vocational planning.

24.8 Adult Learner Support

Adult High School students receive guidance designed to support flexible learning while balancing education with work, family, and personal responsibilities.

24.9 Student Resources

Students may have access to educational resources including:

- Digital curriculum materials.
- Learning platforms.
- Academic resources.
- Instructor guidance.
- School communications.

24.10 Student Success Commitment

DLHS is committed to helping every student reach their educational potential. Students are encouraged to use available resources, communicate their needs, and actively participate in their success.

Chapter 25: Adult High School Program Policies and Procedures

25.1 Purpose of the Adult High School Program

Dreamlight High School (DLHS) Adult High School (AHS) Program provides an opportunity for adult learners to complete their high school education and work toward earning a high school

diploma. The program is designed to provide flexibility, academic support, and a structured pathway for adults who were unable to complete traditional high school requirements.

25.2 Student Eligibility

The Adult High School Program is available to eligible adult learners who:

- Did not previously earn a high school diploma.
- Complete the DLHS enrollment process.
- Provide required documentation for academic review.
- Agree to follow all DLHS policies and expectations.

25.3 Transcript Evaluation

Before beginning coursework, DLHS reviews available academic records to determine:

- Previously completed credits.
- Remaining graduation requirements.
- Appropriate courses needed for completion.

Students who do not have complete records may be required to complete an evaluation process to determine academic placement.

25.4 Program Flexibility

The Adult High School Program is designed for adult learners who may have work, family, or other responsibilities.

Students may benefit from:

- Flexible scheduling.
- Online learning opportunities.
- Self-paced coursework.

- Instructor guidance.
- Academic support services.

Flexibility does not remove the student's responsibility to complete required academic work.

25.5 Academic Expectations

Adult High School students are expected to:

- Complete assigned coursework.
- Demonstrate academic integrity.
- Communicate with instructors.
- Maintain satisfactory academic progress.
- Complete required assessments.

25.6 Completion Timeline

The time required to complete the Adult High School Program depends on:

- Number of credits previously earned.
- Remaining graduation requirements.
- Student participation and progress.
- Completion of required coursework.

Some students may complete the program in a shorter timeframe based on their academic history.

25.7 Adult Student Responsibilities

Adult learners are responsible for:

- Managing their learning schedule.

- Meeting course deadlines.
- Maintaining communication with DLHS.
- Requesting assistance when needed.
- Completing all graduation requirements.

25.8 Supports for Adult Learners

DLHS provides support through:

- Academic advising.
- Instructor assistance.
- Progress monitoring.
- Educational guidance.

25.9 Diploma Requirements

Adult High School students must meet all DLHS graduation requirements before receiving a diploma, including:

- Required coursework.
- Academic standards.
- Required assessments.
- Administrative approval.

25.10 Commitment to Adult Education

DLHS believes education creates opportunities at every stage of life. The Adult High School Program is committed to helping adult learners achieve their educational goals and prepare for future success.

Chapter 26: Credit Recovery Program Policies and Procedures

26.1 Purpose of the Credit Recovery Program

Dreamlight High School (DLHS) offers a Credit Recovery Program designed to assist eligible students who have previously failed or not completed required courses needed for graduation. The purpose of credit recovery is to provide students with an opportunity to demonstrate mastery of course requirements and continue progressing toward graduation.

26.2 Eligibility for Credit Recovery

Students may be considered for credit recovery when they:

- Have previously attempted and not successfully completed an approved course.
- Need specific credits to meet graduation requirements.
- Receive approval from DLHS administration or academic advisors.

26.3 Credit Recovery Evaluation

Before enrollment in credit recovery, DLHS may review:

- Student transcripts.
- Previous coursework.
- Academic history.
- Remaining graduation requirements.

The school will determine which courses or requirements must be completed.

26.4 Credit Recovery Requirements

Students enrolled in credit recovery must:

- Complete assigned coursework.
- Participate in required assessments.

- Demonstrate understanding of course standards.
- Maintain communication with instructors.
- Meet established completion deadlines.

26.5 Credit Recovery Does Not Guarantee Graduation

Completion of a credit recovery course alone does not guarantee a high school diploma. Students must satisfy all DLHS graduation requirements, including required credits, assessments, and academic standards before graduation approval.

26.6 Academic Integrity

All credit recovery work must be completed honestly. Cheating, plagiarism, unauthorized assistance, or misuse of technology may result in the removal of credit recovery privileges and disciplinary action.

26.7 Time Requirements

The time needed to complete credit recovery depends on:

- The course requirements.
- Student effort and participation.
- Completion of assignments and assessments.
- Instructor evaluation.

Students are expected to make consistent progress.

26.8 Instructor Support

DLHS instructors provide guidance and assistance throughout the credit recovery process. Students are encouraged to communicate regularly and seek help when needed.

26.9 Credit Awarding

Credit will be awarded only after DLHS verifies that the student has successfully completed all required credit recovery requirements.

26.10 Commitment to Student Success

DLHS recognizes that students may experience academic challenges. The Credit Recovery Program provides a structured opportunity for students to recover needed credits while developing responsibility, perseverance, and academic skills.

Chapter 27: Withdrawal, Transfer, and Re-Enrollment Policies

27.1 Purpose of the Withdrawal Policy

Dreamlight High School (DLHS) recognizes that students may experience circumstances requiring withdrawal from their educational program. This policy establishes procedures for withdrawal, transfer of records, and possible future re-enrollment.

27.2 Voluntary Withdrawal

Students or parents/guardians of minor students who wish to withdraw from DLHS must submit a written withdrawal request to the school administration.

The withdrawal request should include:

- Student's full name.
- Date of withdrawal request.
- Reason for withdrawal (optional).
- Contact information.
- Confirmation of understanding of withdrawal procedures.

27.3 Withdrawal Effective Date

The official withdrawal date is the date the written request is received and processed by DLHS administration unless another date is approved by the school. Students remain responsible for

academic and financial obligations up to the effective withdrawal date according to school policies.

27.4 Withdrawal Process

Upon receiving a withdrawal request, DLHS may:

- Review the student's academic record.
- Update enrollment status.
- Provide available records according to school procedures.
- Explain transcript and document request procedures.
- Review any remaining financial obligations.

27.5 Transfers to another School

Students transferring from DLHS may request official transcripts to be sent to another educational institution according to DLHS transcript procedures. Students and families are responsible for completing any required enrollment process with the receiving institution.

27.6 Transfer Credit Information

Acceptance of DLHS credits by another institution is determined by the receiving school, district, college, or organization according to its own policies.

DLHS cannot guarantee acceptance of credits by another institution.

27.7 Re-Enrollment Policy

Former DLHS students who wish to return may request re-enrollment. Approval may depend on:

- Available programs.
- Academic standing.
- Previous enrollment history.

- Completion of required documentation.
- Compliance with current school policies.

27.8 Re-Enrollment Requirements

Returning students may be required to:

-
- Complete a new enrollment application.
 - Update personal information.
 - Review current policies.
 - Complete any required academic evaluations.
 - Resolve outstanding obligations.

27.9 Administrative Withdrawal

DLHS may administratively withdraw a student for reasons including:

- Extended lack of participation.
- Failure to meet academic expectations.
- Violation of school policies.
- Failure to complete required enrollment documentation.
- Other circumstances consistent with school procedures.

27.10 Commitment to Student Support

DLHS understands that educational journeys may include changes and challenges. The school is committed to supporting students while maintaining academic standards, accurate records, and responsible enrollment practices.

Chapter 28: Complaint, Grievance, and Resolution Procedures

28.1 Purpose of the Grievance Policy

Dreamlight High School (DLHS) is committed to providing a fair, respectful, and transparent process for addressing student, parent, guardian, and community concerns. This policy establishes procedures for submitting complaints, reviewing concerns, and seeking appropriate resolutions.

28.2 Types of Concerns Covered

Concerns may include:

- Academic issues.
- Course-related concerns.
- Communication concerns.
- Student services.
- School procedures.
- Financial concerns.
- Allegations of unfair treatment.
- Concerns regarding policies or decisions.

28.3 Informal Resolution

DLHS encourages concerns to be addressed at the lowest appropriate level whenever possible.

Students and families should first attempt to resolve concerns through respectful communication with:

1. The instructor or staff member involved.
2. The appropriate department representative.

3. School administration, if necessary.

28.4 Formal Complaint Submission

If a concern cannot be resolved informally, a formal complaint may be submitted in writing to DLHS administration.

A written complaint should include:

- Student name and contact information.
- Description of the concern.
- Relevant dates and details.
- Supporting documents or information.
- Requested resolution, if applicable.

28.5 Review Process

Upon receiving a formal complaint, DLHS may:

- Review submitted information.
- Gather additional information.
- Speak with involved individuals.
- Evaluate applicable policies and procedures.
- Provide a written response when appropriate.

28.6 Fair Treatment

DLHS is committed to reviewing complaints fairly and without retaliation. Individuals who submit concerns in good faith will not be penalized for using the grievance process.

28.7 Confidentiality

DLHS will make reasonable efforts to protect the privacy of individuals involved in a complaint while completing a thorough review.

Information will be shared only with individuals who have a legitimate need to know.

28.8 Appeal Process

If a student or family member believes a complaint decision was not properly reviewed, they may request an administrative review according to DLHS procedures. The final decision rests with the school administration unless another process is required by applicable regulations.

28.9 Complaints Involving Safety or Misconduct

Concerns involving threats, harassment, bullying, discrimination, or safety issues should be reported immediately and may be addressed through additional school policies.

28.10 Commitment to Resolution

DLHS values feedback and believes concerns provide opportunities for improvement. The school is committed to listening respectfully, responding professionally, and working toward fair solutions.

Chapter 29: Emergency Procedures, Crisis Response, and School Safety Planning

29.1 Purpose of the Emergency Procedures Policy

Dreamlight High School (DLHS) is committed to protecting the safety and well-being of students, families, staff, and the school community. This chapter establishes general procedures for responding to emergencies and unexpected situations. DLHS regularly reviews safety procedures to promote preparedness, communication, and responsible response.

29.2 Emergency Preparedness

Students and families are encouraged to:

- Keep contact information current.
- Understand school communication procedures.

- Follow instructions provided by school officials.
- Report safety concerns promptly.
- Remain calm and responsible during emergencies.

29.3 Emergency Communication

During an emergency, DLHS may communicate information through:

- Email notifications.
- Phone communication.
- Official school announcements.
- Learning platform messages.
- Other approved communication methods.

The school will provide available information as quickly as possible while protecting privacy and safety.

29.4 Online Learning Emergency Procedures

Because DLHS provides online education, students should:

- Report technology disruptions affecting coursework.
- Follow instructions from instructors during online emergencies.
- Avoid sharing emergency information publicly without authorization.
- Maintain respectful communication during unexpected situations.

29.5 Hybrid and In-Person Emergency Procedures

During in-person activities, students must:

- Follow directions from instructors and staff.

- Remain calm and orderly.
- Follow evacuation or safety instructions.
- Avoid actions that may create additional danger.

29.6 Medical Emergencies

Any medical emergency during school-related activities should be reported immediately to appropriate school personnel.

DLHS may contact emergency services when necessary to protect student safety.

29.7 Threats and Crisis Situations

DLHS takes all threats, safety concerns, and crisis situations seriously.

Students must immediately report:

- Threats of harm.
- Suspicious behavior.
- Safety concerns.
- Information that may affect the safety of others.

29.8 Severe Weather and Unexpected Events

DLHS may provide instructions regarding changes to scheduled activities due to severe weather, emergencies, or other unexpected events.

Students and families should monitor official school communication channels for updates.

29.9 Student Responsibilities During Emergencies

Students are expected to:

- Follow official instructions.
- Avoid spreading misinformation.

- Communicate respectfully.
- Assist in maintaining a safe environment.

29.10 Commitment to Safety and Preparedness

DLHS recognizes that preparation and communication are essential during emergencies. The school is committed to maintaining procedures that support student safety, continuity of learning, and responsible crisis response.

Chapter 30: School Closures, Inclement Weather, and Continuity of Learning Policy

30.1 Purpose of the Policy

Dreamlight High School (DLHS) is committed to maintaining educational continuity while protecting the safety of students, families, and staff during weather events, emergencies, or other situations that may affect normal school operations.

30.2 School Closure Decisions

DLHS administration may make decisions regarding school closures, schedule changes, or modifications to learning activities based on:

- Safety conditions.
- Weather conditions.
- Emergency situations.
- Facility availability.
- Other circumstances affecting school operations.

30.3 Communication During Closures

When a closure or schedule change occurs, DLHS will communicate information through approved channels, including:

- Official school email.

- Learning management systems.
- Phone notifications.
- School announcements.

Students and families are responsible for monitoring official communications.

30.4 Online Learning Continuity

Because DLHS provides online learning opportunities, instruction may continue during certain closure situations through:

- Digital learning platforms.
- Online assignments.
- Virtual communication with instructors.
- Modified academic schedules.

Students should follow instructions provided by their instructors and school administration.

30.5 Hybrid Program Adjustments

For hybrid students, DLHS may adjust:

- In-person schedules.
- Meeting locations.
- Instructional methods.
- Assignment deadlines.

Students will receive updated instructions when changes occur.

30.6 Student Responsibilities During Closures

Students are expected to:

- Continue academic work when instructed.
 - Check school communications regularly.
 - Complete assigned coursework.
 - Communicate with instructors regarding challenges.
-

30.7 Technology Preparedness

Students participating in online learning should maintain access to:

- A working device.
- Internet connectivity when possible.
- Required learning platforms.
- School communication systems.

Students should report technology issues that interfere with learning.

30.8 Return to Normal Operations

DLHS administration will communicate when normal operations resume. Students should follow all instructions regarding schedules, assignments, and academic expectations.

30.9 Commitment to Educational Continuity

DLHS is committed to ensuring that unexpected events do not unnecessarily interrupt student learning. Through flexible learning options and effective communication, the school works to support continued academic progress.

Chapter 31: Diploma, Transcript, Graduation Records, and Document Issuance Policy

31.1 Purpose of the Policy

Dreamlight High School (DLHS) recognizes the importance of accurate academic records and professional document management. This policy establishes procedures for issuing diplomas, transcripts, and other official school documents.

31.2 Diploma Eligibility

A Dreamlight High School diploma is awarded only to students who have successfully completed all graduation requirements established by DLHS.

Before a diploma is issued, the school will verify that the student has:

- Completed required coursework.
- Earned required credits.
- Met academic standards.
- Completed required assessments or evaluations.
- Satisfied all administrative requirements.

31.3 Graduation Record Review

Before graduation approval, DLHS administration reviews each student's academic record to confirm completion of all requirements. Students may be required to provide additional documentation when necessary to complete the review process.

31.4 Official Transcripts

Official transcripts are maintained by DLHS and include applicable academic information, such as:

- Courses completed.
- Credits earned.
- Grades received.
- Graduation information.
- Other official academic records.

Students may request official transcripts according to DLHS transcript request procedures.

31.5 Transcript Requests

Transcript requests must include:

- Student identification information.
- Authorization when required.
- Delivery instructions.
- Any applicable processing fees.

DLHS will process transcript requests according to school procedures.

31.6 Diploma and Document Services

DLHS may provide official document services, including:

- Original diplomas.
- Replacement diplomas.
- Official transcripts.
- Certified school documents.

Certain document requests may require administrative fees and processing time.

31.7 Digital and Mailed Documents

DLHS may provide documents through approved delivery methods.

Digital copies may be provided according to school procedures. Mailed or certified copies may include additional services such as official seals, signatures, diploma covers, or shipping.

31.8 Accuracy of Records

DLHS maintains student records carefully to ensure accuracy and reliability. Students should review their records and report possible errors according to the school's record correction procedures.

31.9 Release of Documents

DLHS releases official records only according to student authorization requirements, privacy policies, and applicable regulations.

31.10 Commitment to Academic Records Integrity

DLHS is committed to maintaining accurate, secure, and professional academic records that reflect student achievement and educational accomplishments.

Chapter 32: Graduation Ceremony Guidelines and Student Recognition Policy

32.1 Purpose of the Graduation Policy

Dreamlight High School (DLHS) recognizes graduation as an important milestone celebrating student achievement, dedication, and completion of academic requirements. This chapter establishes guidelines for graduation participation, student recognition, and ceremony expectations.

32.2 Graduation Eligibility

Students may participate in graduation activities only after DLHS verifies that they have:

- Completed all required coursework.
- Earned the required credits.
- Met all academic requirements.
- Completed required assessments or evaluations.
- Satisfied all administrative requirements.

Participation in a ceremony does not replace completion of graduation requirements.

32.3 Graduation Ceremony Planning

DLHS administration determines:

- Graduation dates.
 - Ceremony location or format.
-
- Event schedule.
 - Participation requirements.
 - Guest guidelines.
 - Student responsibilities.

The school may conduct graduation ceremonies in person, virtually, or through another approved format.

32.4 Student Responsibilities

Graduating students are expected to:

- Follow graduation instructions.
- Communicate with school officials regarding participation.
- Arrive prepared and on time.
- Demonstrate respectful and professional behavior.
- Follow ceremony guidelines.

32.5 Graduation Attire

Students participating in graduation ceremonies must follow DLHS expectations regarding:

- Appropriate academic attire.
- Professional appearance.

- Respectful presentation.

Specific instructions regarding caps, gowns, or other graduation materials will be provided by the school.

32.6 Guest Expectations

Guests attending graduation ceremonies are expected to:

- Respect school procedures.
- Follow event guidelines.
- Support graduates positively.
- Avoid behavior that disrupts the ceremony.

32.7 Student Recognition

DLHS may recognize student achievements, including:

- Academic accomplishments.
- Leadership.
- Outstanding effort.
- Service and character development.
- Other achievements determined by the school.

Recognition does not change graduation requirements or academic standards.

32.8 Graduation Conduct

Students are expected to maintain appropriate conduct during all graduation-related activities. Disruptive or inappropriate behavior may affect participation.

32.9 Graduation Changes or Cancellation

DLHS reserves the right to modify, postpone, or cancel graduation activities when necessary due to circumstances affecting safety, scheduling, or school operations.

32.10 Celebrating Student Success

DLHS celebrates the dedication and perseverance of its graduates. Graduation represents not only academic completion but also preparation for future education, careers, leadership, and lifelong success.

Chapter 33: Handbook Revisions, Policy Updates, and Administrative Authority

33.1 Purpose of the Handbook Revision Policy

Dreamlight High School (DLHS) recognizes that educational policies and procedures may need to change due to school growth, improvements in educational practices, changes in technology, and updates to applicable requirements. This chapter explains the process for reviewing and updating the Student Handbook.

33.2 Authority to Revise Policies

DLHS administration reserves the authority to review, modify, add, or remove policies and procedures contained in this handbook when necessary to support effective school operations and student success.

33.3 Reasons for Policy Changes

Handbook updates may occur because of:

- Changes in educational standards.
- Updates in laws or regulations.
- Improvements to school programs.
- Changes in technology.
- Feedback from students, families, and staff.
- Operational needs of the school.

33.4 Notification of Changes

When significant changes are made, DLHS will provide reasonable notice through appropriate communication methods, which may include:

- School announcements.
- Email communication.
- Student learning platforms.
- Updated handbook publications.

33.5 Student Responsibility to Review Updates

Students and families are responsible for reviewing current school policies and remaining informed about handbook updates. The most current version of the handbook will serve as the official guide for school expectations and procedures.

33.6 Administrative Interpretation

DLHS administration has the authority to interpret handbook policies and make decisions regarding situations not specifically addressed in this document. All interpretations will be made with consideration for fairness, student success, safety, and the mission of the school.

33.7 Policy Conflicts

If a section of this handbook conflicts with applicable law or required regulations, DLHS will follow the applicable legal requirements and revise the handbook as necessary.

33.8 Continuous Improvement

DLHS values continuous improvement and welcomes constructive feedback that helps strengthen educational programs, student services, and school operations.

33.9 Commitment to Excellence

The Student Handbook represents DLHS's commitment to providing clear expectations, responsible leadership, and a supportive educational environment for all students.

Chapter 34: Student and Parent/Guardian Handbook Acknowledgment of Receipt

34.1 Purpose of the Acknowledgment

Dreamlight High School (DLHS) requires students and, when applicable, parents or guardians to acknowledge receipt and understanding of the Student Handbook. The acknowledgment confirms that students and families have received information regarding school policies, expectations, procedures, and responsibilities.

34.2 Acknowledgment Statement

By signing the Student Handbook Acknowledgment Form, the student and parent/guardian confirm that they:

- Have received access to the DLHS Student Handbook.
- Understand that the handbook contains important school policies and procedures.
- Agree to review and follow the expectations established by DLHS.
- Understand that policies may be updated during the school year.
- Agree to communicate with the school regarding questions or concerns.

34.3 Student Commitment

As a DLHS student, I understand that my success depends on my commitment to:

- Participate actively in my education.
- Complete academic work honestly.
- Respect instructors, staff, and fellow students.
- Follow school policies and procedures.
- Demonstrate responsibility and professionalism.

34.4 Parent/Guardian Commitment

As a parent or guardian of a DLHS student, I understand my responsibility to:

- Support my student's educational progress.
 - Encourage regular participation and communication.
-
- Review school information and updates.
 - Support compliance with school expectations.

34.5 Understanding of Policies

The acknowledgment of receipt does not imply that the student or parent/guardian agrees with every policy but confirms that they have received, reviewed, and understand the importance of following DLHS expectations.

34.6 Record of Acknowledgment

The signed acknowledgment form will be maintained as part of the student's enrollment records.

Dreamlight High School (DLHS)

Student Handbook Acknowledgment Form

Student Name: _____

Grade/Program: _____

Parent/Guardian Name (if applicable): _____

I acknowledge that I have received and reviewed the Dreamlight High School Student Handbook and agree to follow the policies and expectations described within.

Student Signature: _____

Date: _____

Parent/Guardian Signature: _____

Date: _____

School Representative: _____

Date: _____

Chapter 35: Student Enrollment Agreement and Final Commitment Statement

35.1 Purpose of the Enrollment Agreement

Dreamlight High School (DLHS) believes that successful education requires a partnership between the school, students, and families. This Enrollment Agreement confirms the student's commitment to academic success, responsible participation, and compliance with school policies.

35.2 Student Enrollment Commitment

By enrolling at Dreamlight High School, students acknowledge and agree that they will:

- Participate actively in their educational program.
- Complete assignments, assessments, and required coursework.
- Maintain academic honesty and integrity.
- Communicate regularly with instructors and school staff.
- Follow all DLHS policies and procedures.
- Demonstrate respect toward classmates, instructors, staff, and the school community.
- Take responsibility for their academic progress and personal conduct.

35.3 Parent/Guardian Commitment

For students under 18 years of age, parents or guardians acknowledge their role in supporting student success by:

- Encouraging regular participation.

- Supporting completion of academic requirements.
 - Maintaining communication with DLHS.
 - Reviewing school policies and expectations.
 - Helping students develop responsibility and good learning habits.
-

35.4 Understanding of Academic Requirements

Students understand that:

- Enrollment does not guarantee graduation.
- A diploma is awarded only after all DLHS graduation requirements are successfully completed.
- Students must meet academic, assessment, and administrative requirements before receiving a diploma.
- Credit completion and academic progress are the responsibility of the student.

35.5 Understanding of School Policies

Students and families acknowledge that they have reviewed the DLHS Student Handbook and understand that the handbook contains important information regarding:

- Academic expectations.
- Student conduct.
- Attendance and participation.
- Technology use.
- Privacy and records.
- Financial responsibilities.
- Graduation requirements.

35.6 Commitment to Educational Excellence

By becoming part of Dreamlight High School, students join a learning community committed to:

- Academic excellence.
 - Character development.
 - Leadership preparation.
-
- Responsibility.
 - Lifelong learning.

35.7 Final Student Commitment Statement

I understand that my education is a partnership between myself, my family, and Dreamlight High School. I commit to taking responsibility for my learning, making positive choices, respecting others, and working toward successful completion of my educational goals.

Dreamlight High School (DLHS)

Student Enrollment Agreement

Student Name: _____

Date of Birth: _____ am:

☐ High School Program

☐ Adult High School Program

☐ Credit Recovery Program

☐ Other: _____

I acknowledge that I have received, reviewed, and agree to follow the policies and expectations outlined in the Dreamlight High School Student Handbook.

Student Signature: _____

Date: _____

Parent/Guardian Signature (if applicable): _____

Date: _____

DLHS Representative: _____

Date: _____

Chapter 36-Dual Enrollment partnership

Dreamlight High School Dual Enrollment Partnership Opportunity

Dreamlight High School (DLHS) is seeking to establish Dual Enrollment partnerships with colleges, universities, and technical schools. Dreamlight High School is proud to have an existing partnership with the University of South Florida (USF) and is now seeking to expand its Dual Enrollment opportunities with additional higher-education institutions.

Through Dual Enrollment partnerships, eligible DLHS students may have the opportunity to earn high school and college credits at the same time, while preparing for their future academic and career goals.

We are interested in partnering with:

- Colleges and universities
- Community colleges
- Technical and career schools
- Accredited postsecondary institutions

DLHS welcomes institutions interested in creating a Dual Enrollment Agreement or other appropriate academic partnership to contact our administration.

Dreamlight High School Building Pathways from High School to Higher Education and Careers

End of Student Handbook