



2025-2026 BRIGGS HIGH SCHOOL STUDENT HANDBOOK



PRINCIPAL MESSAGE

We welcome ALL of you to our Briggs Bruin family! At Briggs, we work hard to make sure that all students feel a sense of belonging when they walk into our building and our classrooms. We are excited to continue our Bruin STRONG values and PBIS program which highlights and celebrates many of the amazing characteristics of our students here at Briggs.

Briggs Vision: Cultivating Learners and Leaders

Briggs Mission: To empower students to succeed and reach their goals.

BRIGGS HS CORE VALUES: WE ARE BRUIN S.T.R.O.N.G.

To accomplish the Briggs Mission the staff and students will focus on being **Bruin S.T.R.O.N.G.** We believe that when these core values are demonstrated throughout the school it creates a positive learning environment for all and builds a strong sense of community.

S = Support One Another T = Trustworthy R = Respectful O = Open Minded N = Never Give Up G = Growth Focused

WE ARE BRUIN S.T.R.O.N.G. DURING AN ASSEMBLY

S – We Support One Another by entering the assembly in an orderly and quiet manner and move with our class to our assigned area.

T – We are Trustworthy by sitting in our assigned areas and listening to our teacher's instructions and the instructions of the presenter.

R – We are Respectful by listening attentively to the presenter, not talking during the presentation, and engaging in appropriate responses.

O – We are Open Minded by listening and being respectful to the presenter even if I disagree with what they are saying.

N – We Never Give Up by staying attentive throughout the entire presentation.

G – We are Growth Minded by considering how the information being presented can apply to our own lives and help us grow.

WE ARE BRUIN S.T.R.O.N.G. IN THE HALLWAYS

S – We Support One Another by staying to the right of the hallway/stairwell and helping each other get to class on time.

T – We are Trustworthy by following school rules even when no one is looking (i.e. headphones).

R – We are Respectful by using positive language not using profanity or insulting people.

O – We are Open Minded by being friendly to people even if we don't know them.

N – We Never Give Up by continuing to move to class and not stopping in the hallway which blocks the flow.

G – We are Growth Minded by responding positively to interactions with others.

WE ARE BRUIN S.T.R.O.N.G. IN THE CLASSROOM

S – We Support One Another by working collaboratively with peers and with the teachers.

T – We are Trustworthy by respecting people's personal space and personal items.

R – We are Respectful by honoring a reasonable teacher's request in a reasonable amount of time.

O – We are Open Minded by accepting other people's ideas without judgment.

N – We Never Give Up when the work gets hard.

G – We are Growth Minded by learning from our mistakes.

WE ARE BRUIN S.T.R.O.N.G. IN THE CAFETERIA

S – We Support One Another by lining up in the lunch line in an orderly manner.

T – We are Trustworthy by respecting people's personal space and personal items.

R – We are Respectful by cleaning up after ourselves.

O – We are Open Minded by appreciating food that is different from what we typically eat.

N – We Never Give Up by remaining calm throughout the entire lunchtime.

G – We are Growth Minded by meeting new people and welcoming others to our table.

REGULAR BELL SCHEDULE

First bell	7:18 AM (students move toward classes and exit the cafeteria / halls)
Warning bell	7:25 AM (Students should all be heading to / in class)
PERIOD 1	7:30 - 8:19 AM
PERIOD 2	8:23 - 9:12 AM
PERIOD 3	9:16 - 10:06 AM
PERIOD 4 CLASS	10:09 - 10:58 AM
9 TH GRADE FOCUS / 12 TH GRADE LUNCH	10:09-10:32 AM <i>Bell at 10:30 = 12th grade to FOCUS; Bell at 10:32 = 9th grade to lunch</i>
9 TH GRADE LUNCH / 12 TH GRADE FOCUS	10:32-10:58 AM
PERIOD 5	11:02 - 11:51 AM
PERIOD 6 CLASS	11:55 - 12:44 PM
10 TH GRADE FOCUS / 11 TH GRADE LUNCH	11:55-12:17 PM <i>11th grade to FOCUS; Bell at 12:18 = 10th grade to lunch</i>
10 TH GRADE LUNCH / 11 TH GRADE FOCUS	12:17-12:45 AM
PERIOD 7	12:48 - 1:37 PM
PERIOD 8	1:41 - 2:30 PM

GRADUATION REQUIREMENTS

Freshmen to Seniors	Diploma of Graduation	Diploma of Distinction
English	4	4
Math	4	4
Science	3	4 (Must include Chemistry or Physics)
Social Studies	3	4
P.E.	0.5	0.5
Health	0.5	0.5
Foreign Language	-	3 <i>same language</i>
Personal Finance	0.5	0.5
Fine Arts	1	1
Technology	1	1
Internship	1	1
General Electives	3	1
Academic Elective	1 (extra Soc. Stud. or science)	
Totals	Credits (22 cr.)	Credits (24 cr.)

Special Note: 120 hours of internship, which begins in the freshmen year, is required for all graduating seniors

PATHWAYS TO GRADUATION:

1 Cover the Basics

☒ Earn **22 Credits &**
Take State EOC Exams

2 Show Competency

Earn a minimum score of **684**
 on Algebra I and English 2
 EOC exams **OR** choose **1 of 4**
 alternative pathways

Remediation-Free
ACT/SAT Test Score

College Credit
Plus

Career &
Technical

Military
Enlistment

3 Show Readiness

Earn **2 State or Local**
Diploma Seals

* THE POWER OF ONE

REQUIRED CREDITS FOR MATRICULATION: 10th grade status: 5 Credits (4 core), 11th grade status: 10 credits (8 core), Senior status 15 credits (12 core). Core courses = English, math, social studies, science, P.E, health, academic elective, or technology credit

GRADE POINT AVERAGE (G.P.A.)

G.P.A. is figured by multiplying the academic credit earned for each subject by the numerical value of the grade: A = 4, B = 3, C = 2, D = 1, and F = 0. These are then totaled and divided by the total number of credits. Advanced Placement courses (AP) and Honors classes are weighted. Honor Roll is 3.0 and higher; Super Honor Roll is 3.5 and higher. Columbus City Schools is on the plus (+) minus (-) grading system. The senior with the highest GPA is considered the class Valedictorian and the second highest GPA is the class Salutatorian. Valedictorian and Salutatorian are determined after Fall Semester so that this can be reflected on transcripts for colleges and college applications.

GUIDE TO STUDENT SUCCESS / POSITIVE STUDENT BEHAVIOR

[The 2025-26 Student Guide to Success](#) publication contains important documents that should be filled out in the Parent Portal. [Parent Portal Annual Update \(preferred method\) in Infinite Campus](#). The Annual Update can be accessed in the Parent Portal by first clicking on "More" and then "Annual Update." If your scholar has a form on file and he or she is remaining at the same school this year, a new form will not have to be submitted. If your scholar has changed schools or matriculated to a new school, a new form must be submitted. Separate forms must be on file for each individual student.

DRESS CODE AND SCHOOL SAFETY

We are charged with preparing students for college and careers. This dress code aligns with this goal in that it prepares students to understand the level of dress expected in these areas. Students out of dress code can expect teachers to notify administration, and the student will be assigned ISS until a parent can bring in the appropriate dress. **Some** highlighted areas of the CCS dress code are:

- Students must be appropriately covered at all times = No bare midriffs or shirts/dresses with straps thinner than 2 fingers in width.
- No halter/tube tops or dresses.
- No sleepwear or blankets / No Gang related apparel/No t-shirts with drug or sexualized images or statements are permitted.
- Hoodies, hats, **bonnets, ski masks** are not to be worn inside the building. If this becomes problematic a locker will be issued and these items will remain in a locker during school hours.
- Shorts and skirts should be mid- thigh length. "Biker shorts" and tight spandex dresses are not permitted.
- No sagging pants, pants with chains or spikes on belts or spikes worn as jewelry, or rips near the hip area.

The full CCS dress code can be found at: <https://tinyurl.com/8at5jwbe>

- Threats to students and staff will be taken seriously. Fighting, "play"fighting and joking about violence is not permitted and will be dealt with to ensure everybody is safe.

Safety is everyone's responsibility. Per CCS guidelines, metal detectors are in place and ALL students and visitors that enter the school will go through the metal detector / screening process and are subject to a search and /or wand. These procedures are for everyone's safety.

ATTENDANCE

We know that students who attend school regularly and miss very few days tend to be academically successful and have a greater likelihood to graduate and have more college and career options than students with poor attendance. **We are an in person school.** Briggs is not a remote learning school.

[Link for CCS attendance AND HB410 OHIO STATE LAW](#) OR ATTENDANCE in our Guide to Student success

Absences

When it is necessary for you to miss school, the attendance office should be called between 7:00 - 8:30 a.m. at 365- 5639 on the date of the absence. You **MUST** bring a written note from the parent/ guardian stating the reason for the absence within 48 hours of the absence. Excused absences are: personal illness or quarantine, illness or death in the immediate family, Dr. appointment, college or career visit, court dates. Any other reason is subject to approval of the principal or designee. Each student is permitted 9 such accepted absences per school year. See Board Policy 5200

Make-up Work

Following an absence it is the students' responsibility to check with each teacher regarding make-up work. Students will normally have an amount of time equal to the amount of time they have been absent to complete make-up work. Failure to do so or make special arrangements with the teacher will result in all work that has not been completed being counted as failing grades..

Tardiness

Being on time for school, and for class is an important life skill and critical for LEARNING. Tardiness to class and school is not acceptable. Habitual tardiness (5 times in a quarter) will be assigned an In School Suspension for the day. When students arrive tardy to school (after 7:30 am) they will sign in at the attendance table to receive a tardy slip. HB410 law considers the number of minutes a student is present in school so arriving tardy to school also counts toward unexcused absences. **Students leaving early or arriving after 10:00 must have a note or be accompanied by a guardian. Students may not sign themselves out of school, even if they are 18.**

CCS Board Policy 5410:

In grades 9-12, a student will not receive credit in a course if s/he has been truant more than ten percent (10%) of the required attendance days, unless the **Principal and the teacher agree** that the student is academically prepared to receive credit.

GUIDANCE COUNSELORS

The guidance staff at Briggs High is here to assist students and parents. Counselors help students plan their course of study, schedule the appropriate classes, and assist with career planning. The counselors are not trained to treat psychological or emotional disorders, but are available to discuss personal problems and to assist, when possible, in resolving problems. In some cases, the best method of intervention is referral to an outside agency.

TEXTBOOKS / CHROMEBOOKS

Fees will be assessed for lost or damaged textbooks and Chromebooks. All fees must be paid in order to participate in graduation (additional restrictions may be applied). See librarian for questions. If students are issued a Chromebooks they should bring them to school everyday.

DRILLS

All students should know where to go during a fire, tornado or emergency crisis drill. Each teacher will discuss these procedures with you the first week of school. A yellow card and map placed on the wall near the door will also tell students of these procedures. When a drill is in progress, no talking is permitted. You are to leave the room and proceed to your station in an orderly manner. Listen to your teacher or administrator and follow directions. These drills are serious business and your cooperation could save your life in an emergency.

FIRE DRILLS "Fire! Fire!"

When the alarm sounds, students should evacuate the building in an orderly, quiet manner and follow the direction of those in charge. Everyone is to stand 100ft away from the building, driveway or sidewalks, line up and remain quiet.

TORNADO DRILLS "Be prepared!"

When a special bell tone is sounded to identify the threat of a tornado, students should move quickly and quietly to an interior hallway (away from any glass) to be seated facing the walls in a row, double rows if necessary.

LOCKDOWN DRILLS

We are always under a level 1 lockdown. Follow the teacher's / staff direction if we go under a level 2 or 3 lockdown.

ELECTRONIC DEVICES/ USE OF THE NETWORK

Teachers can have students use electronic devices during classroom instruction, but they will provide clear instructions when it is appropriate to do so. Using the internet for non-educational purposes, sharing personal information about yourself or others without permission, using inappropriate language, or using the network to personally attack or harass others is prohibited. The school is not responsible for any damage, loss, or theft of devices brought to school or after being confiscated for violating this policy repeated disciplinary actions for misuse could lead to the confiscation of the device, which will only be returned to parents after a conference. See the Guide to Student Success for further information.

HALL PASSES

In an effort to maintain a strong educational environment, we will continue the use of escorts when students need to exit class early. If a student wishes to leave class early such as the rest room the teacher will request an escort. The students will be then escorted back to class.

No escorts will be permitted the first and last 10 minutes of class as well as after 2:00PM. Hall pass privileges can be revoked by the administration if a student abuses the privilege.

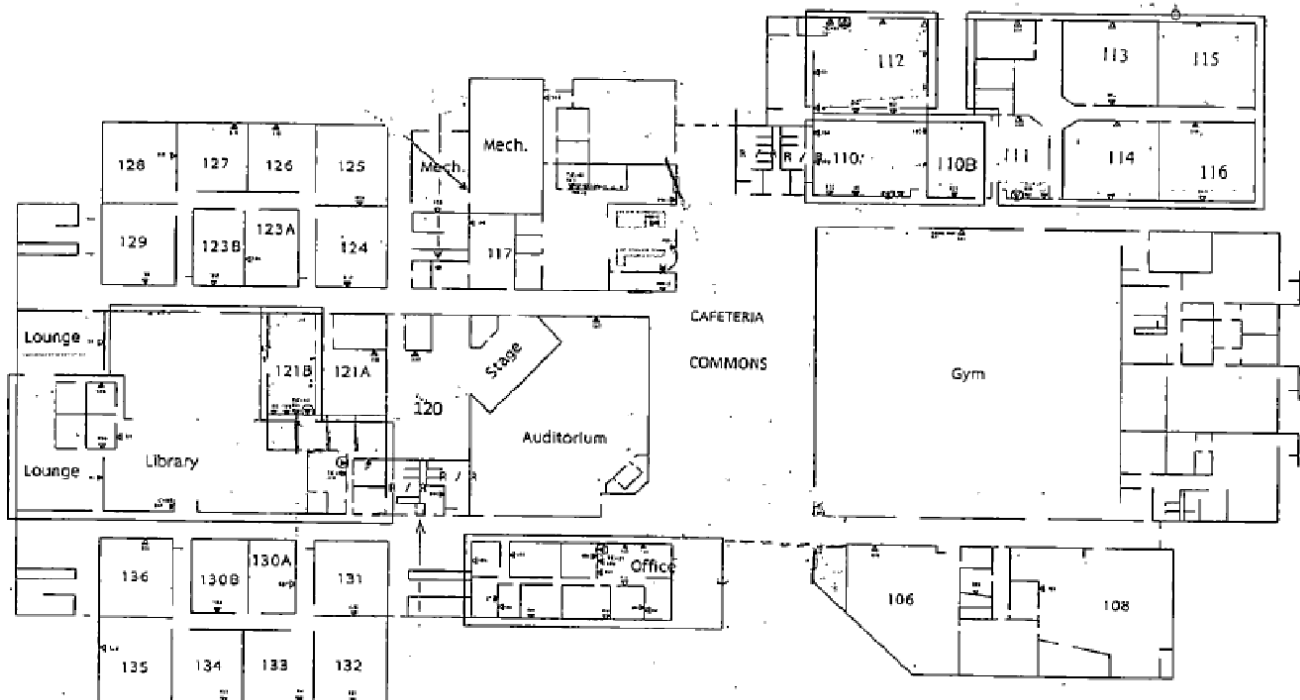
LOCKERS

Lockers are the property of the school, loaned to students for their convenience and should be secured at all times. Students may not place supplemental locks on hall lockers. Students must understand that the administration has the legal right to inspect lockers if deemed necessary. Fill out a locker request form in the main office to request a locker or see your counselor after the first two weeks of school.

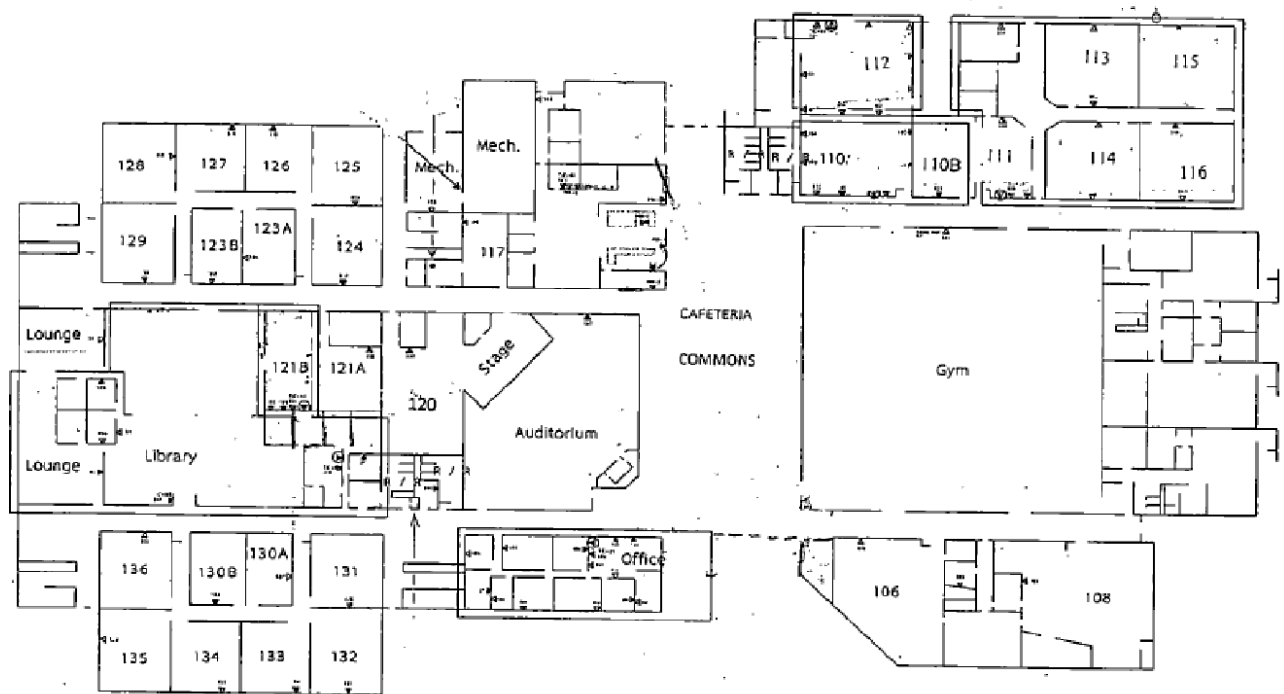
NON-CLASSROOM BASED SCHOOL SUPPORT STAFF

Head Principal - Mrs Smith
 Assistant Principal - 9th Grade - Ms. Shook
 Assistant Principal - 10th Grade - Dr. Al-Sharafi
 Assistant Principal - 11th / 12th Grade - Dr. Higgins
 Athletic Director - Mr. Cam Pangallo
 Safety & Security - Mr. Jones, Ms. Johnson
 School Nurse - Nurse Bragg
 School Treasurer - Mrs. Diserio
 School Social Worker - Ms. Peters
 Student Support Center - Mrs. Saunders
 Internship Coordinator - Mrs. Diawara
 School Social Worker - Ms. Fielding

Head Custodian - Mr. Davis
 Counselor - 9th Grade Ms. Fix
 Counselor - 10th Grade Ms. Williams
 Counselor - 11th Mr. Emberger
 Counselor - 12th Ms. Jones
 Head Secretary - Ms. Reavish
 Attendance - Ms. Carter
 Student Records - Ms. Skaggs
 Cafeteria Manager - Mr. Garcia
 Librarian - Mrs. Volz
 Testing Coordinator - Ms. Scott
 Family Ambassador - Ms. Warbington



Attendance Specialist - Mr. Bab



BRIGGS HIGH SCHOOL MAP

