

Student/Parent Handbook



**California School for
the Deaf, Riverside**

This handbook provides information and guidelines to benefit the entire CSDR community – students, parents, staff, and school district personnel. The rules in this handbook are in addition to the school's discretionary authority to maintain safety, order, and discipline inside the school zone as covered in California Education Code. These codes support, but do not limit, the school's authority.

Should you have questions or comments, please contact the appropriate CSDR staff member. By working together, we are certain to continue to provide the very best learning and living environment for Deaf and Hard of Hearing students.

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COMMITMENT TO ACADEMIC EXCELLENCE

California School for the Deaf, Riverside (CSDR) believes that schools have the responsibility to teach students those skills necessary for success in life. However, educating students is a three-way responsibility shared by the parent, the student, and the school.

The staff at CSDR is committed to providing the necessary resources. In turn, students and parents must fulfill certain commitments if the student is to gain maximum benefits from school programs.

School Commitment

- Employ highly-qualified staff members who know their subject matter.
- Provide a good learning environment.
- Provide curriculum to meet student needs.
- Provide materials and equipment necessary for proper instruction.
- Provide a safe environment.
- Establish and employ reasonable rules and policies regarding student behavior.
- Provide parents with regular reports about students' attendance, academic progress, and school behavior.
- Provide appropriate, varied classroom learning opportunities to encourage academic progress.
- Provide appropriate, varied homework assignments to facilitate and enhance learning.

Student Commitment

- Attend classes every day unless ill or an emergency arises.
- Complete and turn in all class assignments on time.
- Bring the required materials to class each day.
- Seek immediate assistance from the teacher when class assignments are not understood.
- Be attentive during class instruction.
- Strive to gain the best education possible.
- Give total effort to learning the material taught in each class.
- Follow all school rules and policies.
- Seek the assistance of teachers, educational advisors, school counselors, and dorm counselors when academic or personal problems occur that may impede learning.

Parent Commitment

- Encourage the student to attend school daily unless the student is ill or an emergency arises.
- Contact the department office when the student is going to be absent. If unable to call, send a note the day the student returns from an absence.
- See that the student receives an appropriate amount of sleep prior to any school day so that he/she will be attentive and alert in class.
- Provide a meal for the student before school each day.
- Provide uninterrupted study time and reading time for the student each school night.
- Check with the student on a daily basis regarding homework assignments and monitor the completion of these assignments.
- Immediately contact teachers, educational advisors and/or dorm counselors to request a conference if there is a question concerning student progress or homework.

ATTENDANCE POLICY

Good attendance is important to a student's success at CSDR. California law requires students to attend school every day and to arrive on time for classes. It is the responsibility of parents to ensure that the child attends school. Educational neglect takes place when parents/guardians willfully allow, or keep their children out of school for inappropriate reasons.

Reporting Absences

Parents/guardians/adult students are to call or email the department office before 8:30 a.m. on the day of the absence. Written notes must include the date, reasons for absence, and the parent's signature. School staff examine the reason given for the absence to determine if it is excused or unexcused based on California Education Code definition. If the reason for an absence does not satisfy the Education Code, the absence is considered unexcused. Parents/guardians may not keep students home to babysit, run errands, or for any non-emergency family business. Such absences are unexcused. Medical/dental appointments should be made after school or on the weekend when possible. The school may request a note from medical/dental office when an appointment occurs during school hours.

Excused Absences

According to Education Code 48205, students may be excused for:

- Personal illness
- Quarantine under the direction of a county or city health officer
- Medical, dental, optometric, or chiropractic appointments
- Attendance at funeral services for a member of the immediate family
- Jury duty
- Other justifiable reasons with written requests approved by the principal or designee
 - Appearance in court
 - Attendance at a funeral service for a non-family member
 - Observation of a personal religious holiday
 - Attendance at religious retreats for no more than four hours per school term
 - Employment interviews or conferences
 - Illness or medical appointments for a child when the student is a custodial parent

Taking Students Out of School

All students are expected to remain at school for the entire day. If a student must leave school for an appointment, the parent/guardian must sign out the student in school office. Students are only released to a parent or legal guardian. If the parent/guardian wishes to have another adult pick up a student, a written signed note is required. If a parent/guardian requests early dismissal, the parent/guardian must contact the department office directly. Students over 18 must receive permission from the principal or designee and sign out in the office.

Pre-arranged Unexcused Absences

A student who needs to be absent for an unexcused reason may inform the principal in advance. The student may ask teachers for assignments that can be completed during the unexcused absence.

Absence Passes and Make-Up Work

Students must come to the office for a pass before returning to class. When students return to school after an excused/unexcused absence, they are responsible for making up all work and assignments.

Students must see their teachers to receive their makeup work or to take make-up tests. If students do not complete assignments within a reasonable time, they may receive failing grades.

Truancy

CSDR views truancy as a very serious offense. The school is responsible for the safety and welfare of students. When a student cannot be found, this is a serious safety concern. Consequences for truancy are determined based on the California Department of Education truancy policies.

Tardiness

Students who are five or more minutes late for school must get a pass from the office. Students are expected to bring a note from a parent/guardian, dorm counselor, or school staff member explaining the reason for being tardy. Students who are late for class anytime after the 1st period, must get a pass from a teacher or other staff member. Students who do not have a pass will be given an unexcused tardy. If a student is more than 20 minutes tardy to class, it is considered an unexcused absence.

Excessive Absences

CSDR considers absenteeism excessive when it interferes with a student's academic performance. Excessive absences include excessive tardies. The school staff become very concerned anytime a student misses five days of school or five class sessions during one term. The school may request a physician's verification of illness for excessive absences. The school informs the Local Educational Agency when a student has excessive absences. (Education Code 48260)

Absences and Loss of Credit

Students who are excessively absent may lose credit. High School students who participate in optional sports or extra-curricular activities may have a maximum of 20 optional/excused/unexcused absences per semester/per class.

Once a student has 8 unexcused absences during a semester, optional absences are no longer allowed. Once a student has 20 total absences (excused/unexcused/optional) during a semester, optional absences are no longer allowed.

High school students who exceed 8 unexcused absences in any class during a semester do not earn credit for that class. Students who have excessive excused absences may lose credit for some or all classes if it is not possible for the school to provide the missed instruction or for the student to complete all missed assignments.

GRADING PROCEDURES

Grade Scale

Percent	GPA Points*	Letter Grade
90-100	4.0	A
80-89	3.0	B
70-79	2.0	C
60-69	1.0	D
Below 60	0.0	F

* *Advanced Placement courses earn 1 extra grade point.
Honors courses earn .5 extra grade point.*

Grade Reports

Deficiency reports are issued for those students earning a 60% or lower in the middle of each quarter (HS) or trimester (MS).

Progress Reports (HS) are issued at the end of the 1st and 3rd quarter. Students' grades on Progress Reports represent 50% of the final grade for the semester.

Report Cards are issued at the end of each semester (HS) or trimester (MS). These grades are recorded on students' official transcripts/permanent records.

Incomplete Grades (MS/HS)

At the end of a grading term, a grade of incomplete (INC) may be given when a student misses assignments due to absence. The student must complete the work to receive a grade within a period of time that equals the duration of the absence. When the absence is due to an extended illness, the student has a reasonable period of time following the absence to complete the required work. If the work is not completed in the allotted time, the INC becomes the grade earned.

HOMEWORK

CSDR views homework as an extension of classwork. Homework correlates with what has been taught in class and the objectives of the curriculum. The efforts of parents and teachers to monitor homework provide an excellent opportunity for educational partnership.

Objectives of Homework

- review, reinforce, or extend classroom learning by providing practice and application of knowledge gained
- teach students responsibility and organizational skills
- promote wise and efficient use of time
- provide opportunities for enrichment activities

Teacher Responsibilities

- provide homework assignments and to make sure students know what is expected
- provide homework assignments that relate to classroom lessons
- evaluate homework assignments and to share these results with the students

Student Responsibilities

- to complete all assignments as instructed by the teacher
- understand the purpose of, instructions for, and due dates for homework assignments
- have all materials and information needed to complete assignments
- ask about and complete work missed during an absence from school
- develop good work and study habits

Parent Responsibilities

- to encourage and support the student's efforts by being available for questions while remembering that homework is the student's responsibility
- to communicate with the teachers whenever the student has difficulty with homework

- to establish a regular homework time to help the student complete all assignments
- to provide a quiet, well-lit place for the student to study

Unfinished Homework

Students are expected to complete and turn in homework in a timely manner. The quality of the work should meet the expectations of the teacher. If a student fails to meet these expectations, a teacher may keep the student after school, give the student a lower or failing grade, and/or contact the student's parent/guardian, dorm counselors, or other support staff.

GENERAL INFORMATION

Class Changes (HS)

High school students may request class changes through their Educational Advisor during the first 5 days of a semester. After the first 5 days of a semester, student requests for class changes are not honored. Students may not request class changes at the end of a quarter. Class changes requested by teachers for valid reasons may be made after the first 5 days of the semester.

Counseling Services

CSDR provides individual and group counseling to support students' academic progress. School Counselors assist students and families based on goals in students' Individualized Education Plans.

Educational Advisors (HS)

Educational Advisors (EA) provide comprehensive academic guidance and facilitate communication among students, parents, and teachers. EAs help students monitor and accept responsibility for their academic progress.

Each student is assigned to an EA who meets with the student and contacts parents/guardians as needed. The EA helps the student develop plans to meet academic goals and enhance achievement. The EA maintains regular contact with teachers, school counselors, coaches, the athletic director, dorm counselors, and other staff who work with the student.

Emergency Procedures and Campus Safety (HS)

Campus safety procedures are activated when there is an emergency, a crisis, or a dangerous situation occurring. The safety and security of CSDR students is given the highest priority at all times. There are 4 levels of "alert" – Red (high), Yellow (medium), Blue (weather-related), Green (return to normal).

CSDR takes every possible precaution to assure the safety and well being of students and staff. In the event of an emergency, the Superintendent's office takes direction from the law enforcement and emergency agencies responsible for coordinating a community response. Depending on the nature and scope of the situation, the school may be directed to:

- dismiss students early
- shelter in place (stay inside under a partial or full lockdown)
- evacuate students to an alternative location, or
- establish an emergency shelter for the students, staff, and community.

If the school is instructed to protect students by keeping them inside, family members may not be permitted to pick them up until it is safe to do so. This will last no longer than necessary for safety purposes.

Field Trips

During field trips, students are expected to behave in a manner consistent with all school rules and regulations. Parent permission is required prior to going on a field trip. Students are responsible for making up any class work missed due to a field trip. If a student has excessive absences, academic difficulties, or behavior concerns, the privilege of a going on a field trip may be revoked by the principal or designee.

Freedom of Expression

All students have the right to freedom of speech and freedom of press within the school environment, including, but not limited to: the use of electronic devices, the use of computers and video phones, social networking, the use of bulletin boards; the distribution of printed materials or petitions; the wearing of buttons, badges, and other insignia; and the right of expression in official publications, whether or not these publications are supported financially by the school.

The school prohibits expression that is obscene, libelous, or slanderous, or that incites students to create a clear and present danger, to commit unlawful acts on school premises, to violate lawful school regulations, or to substantially disrupt the orderly operation of the school.

Health Services

Health Services staff provide basic care for all students.

- Dispense medication.
- Administer minor first aid.
- Screen for referrals to physicians.
- Monitor medical conditions.
- Provide temporary care for students who are ill.
- Maintain student school medical records.

Health Services staff are not a substitute for a physician. Students should not come to school if they are sick. Students who are sick will be sent home.

Parent support is needed in order to provide students with the best possible care.

- Complete medical release forms and inform the school when information changes.
- Provide physical exam forms (required for new students and 1st graders only).
- Provide insurance and medical information.
- Sign medical consent forms for students under 18 years of age.
- Keep immunizations current.
- Provide written instructions for medications, treatments, and special meals.
- Keep child home when ill.
- Deliver medications directly to Health Services staff. Students are not allowed to keep medications in their possession. Exceptions such as topical acne medication, nutritional supplements, and asthma inhalers may be approved for storage outside of Health Services. Exceptions are reviewed on an individual basis by the Health Services staff.
- Attach the required form completed by a physician to all medications.
- Send medicine in the original pharmacy or manufacturer labeled containers.
- Label all medications with the student's name.

- Provide a release form and instructions signed by a physician when a child returns to school after a stay in a hospital. Students returning without a release form will be sent home.
- Pick up child up as soon as possible as requested by Health Services staff. Students may be sent home for elevated temperatures, seizures, transport to a hospital, infectious diseases, injuries, etc.

Inter-Disciplinary Team

Students who need special assistance with academic achievement, behavior, social-emotional issues, etc., may be referred to the Inter-Disciplinary Team (IDT). The members of the IDT are Principals, Lead Teachers, Educational Advisors, Supervising Counselors, Supervisors of Residential Programs, Social Workers, School Counselors, and other support staff.

Lockers

When lockers are available, students are allowed to use them to store and secure their personal belongings. Students are required to use locks issued by the school. Lost or stolen locks will be replaced for a cost of \$5. Students must not deface the inside or outside of the locker and are not allowed to give their lock combination to any other person.

School officials have the right to search lockers if there is reasonable suspicion of prohibited defacement or contents.

Lost and Found

All articles found in or near school should be turned in to the school office immediately. Students may attempt to retrieve lost items from the office. Personal items should have the student's name on them. The school is not responsible for any lost or stolen items.

Parent/Staff Conferences

Parents/guardians may contact the principal or designee to request a conference with school staff. Teachers and dorm counselors are available for conferences after school. Staff members may also request and arrange conferences with parents/guardians.

Personal Belongings

Students are responsible for backpacks and other personal belongings. Students are strongly advised against leaving personal belongings unattended or unsecured.

Physical Education Uniforms (MS/HS)

Physical Education uniforms consist of gray shorts, red t-shirts, white socks, and white-soled athletic shoes. Red sweat pants and sweat shirts may be worn over uniforms during cool weather. Uniforms may be purchased from the Physical Education Department. According to Education Code 49066, if a family cannot purchase a uniform due to financial hardship, arrangements for assistance can be made with the principal.

Students are expected to tuck in their shirts completely and keep their shorts or sweatpants at their waist. Uniforms should not be worn for more than two days without being washed.

Release of Student Records

The Family Educational Rights and Privacy Act (FERPA) affords certain rights to parents/guardians and students over 18 with respect to the student's educational records.

- Parents/guardians and students over 18 have the right to inspect and review the student's educational records within 5 business days following the date of the request.

- Parent/guardian or eligible students should submit a written request that identifies the record(s) they wish to inspect to the Director of Student Services or designee. Parents/guardians and eligible students are notified of the time and place where the records may be inspected.
- Parents/guardians and students over 18 have the right to request an amendment to any educational records that they consider to be inaccurate.
 - In a letter to the Superintendent, parents/guardians or students over 18 must clearly identify the part of the record they want changed specifying why it is inaccurate. If the Superintendent decides not to amend the record as requested, the school will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent/guardian or eligible student when notified of the right to a hearing.
- Parents/guardians and students over 18 have the right to consent to disclosures of personally identifiable information contained in the student's educational records, except to the extent that FERPA authorizes disclosure without consent.
 - Disclosure without consent is permitted to school officials with legitimate educational interests. A school official is a person employed by a school as an administrator, supervisor, instructor, or support staff member; a law enforcement officer; a person or company with whom the school has contracted to perform a special task (i.e., an attorney, auditor, medical consultant, or therapist); or a parent or student serving on an official committee (i.e., a disciplinary or grievance committee), or assisting a school official in performing official tasks. A school official has a legitimate educational interest if the official needs to review an educational record in order to fulfill professional responsibilities.
 - Upon request, the school discloses education records without consent to officials of another school district in which a student seeks or intends to enroll. A request for educational records from an agency other than a school district may only be honored if the parent/guardian or eligible student gives written permission. A Release of Information form may be obtained from the student records clerk.
- Parents/guardians and students over 18 have the right to file a complaint with the U.S. Department of Education concerning alleged failures by the school to comply with the requirements of FERPA. Complaints may be submitted to: Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Avenue, SW, Washington, DC 20202-5901.

Student Debts

Parents/guardians are notified when students have outstanding debts. Debts may be paid in full or by an established payment plan. All debts must be paid prior to the beginning of a new school year. Students with debts may be denied participation in extra-curricular activities until the debt is cleared. Graduating seniors must clear all debts before graduation. Seniors with outstanding debts will not receive any official documents such as diplomas, certificates, or transcripts.

Student Planners

Student planners are distributed at the beginning of the school year. Students are required to record daily homework assignments in their planners. Teachers are expected to review students' planners on a regular basis. Dorm counselors and parents should check students' planners in the evenings and on weekends. If used correctly, the planner is an excellent communication tool for teachers, dorm counselors, and parents to improve students' homework habits and organizational skills. Lost or damaged planners can be replaced for \$5.

Textbooks

Students are responsible for their assigned textbooks. Students are required to pay for books that are lost or damaged beyond reasonable use regardless of how the damage occurred. Students and parents must sign a textbook contract which remains in effect as long as the student is enrolled.

- Cover textbooks with CSDR cloth covers or paper covers.
- Do not cover textbooks with sticky paper.
- Pay for lost or damaged CSDR cloth covers.
- Avoid writing in textbooks.
- Do not loan textbooks to other students.
- Return books before the end of the school year or before leaving CSDR.

Transition Partnership Program/ WorkAbility

The Transition Partnership Program (TPP) is a school-to-career collaboration between the Department of Rehabilitation (DOR) and CSDR. High school juniors and seniors who have the legal right to work in the United States and who can be competitively employed are served under this cooperative program.

The purpose of TPP is to provide juniors and seniors with the skills necessary to meet the demands of today's workplace. TPP enables students to transfer their classroom experiences to the workplace by allowing them to participate in both on-campus and off-campus work experience.

TPP staff work with DOR counselors to identify needed services and support for students transitioning from CSDR to work or post-secondary training programs.

WorkAbility is funded and administered by the California Department of Education to assist students with identified educational needs by preparing them for the world of work. While many students may desire job placement, not all are job-ready. Students are assisted in developing pre-employment skills such as proper grooming, interview preparation, job performance expectations, and job retention skills. If it is determined that a student is job-ready, a job or training site is sought for them. WorkAbility staff also arrange an annual Career Awareness Day to expose students to a variety of career opportunities.

Transition Services

Both WorkAbility and TPP provide students with access to a career center, opportunities for job shadowing, tours of work/training sites, assistance with transition plans, and information about job/career planning.

Visitors During School Hours

Parents/guardians/relatives are invited to visit classrooms and observe students after contacting the school office in advance to make an appointment. Parents/guardians/relatives must check-in at the school office. Visiting parents/guardians/relatives may take students to lunch during the lunch period after receiving permission from the school office.

Other visitors and friends of students may contact the school office to request permission to visit. If the visit is approved, visitors and friends must check-in at the receptionist's desk in the Brill Building to receive a Visitor's Pass. Then, they must check in at the department office and be escorted to the visitation site.

AWARDS AND HONORS

Honor Roll

Students who have a GPA of 3.5 or higher at the end of a grading term are placed on the Scholastic Honor Roll. Students who have a GPA between 3.0 and 3.5 are placed on the Principal's Honor Roll. Students receive certificates and recognition at an assembly.

Special Recognition

Assemblies are held several times a year to honor students who consistently demonstrate good work habits and citizenship. Teachers nominate students to receive these awards.

Valedictorian/Salutatorian

The High School Management Team reviews the academic records of each graduating student and selects the Valedictorian and Salutatorian. To be considered, students must:

- have a cumulative GPA of 3.5 or above from the sophomore, junior, and senior years
- demonstrate exemplary citizenship and character
- take rigorous academic courses each semester during their sophomore, junior, and senior years
- be enrolled in high school at CSDR for at least three years

HIGH SCHOOL ATHLETIC PROGRAM

Mission Statement

The Mission of the California Interscholastic Federation (CIF), Southern Section (SS) is to prepare student-athletes to practice ethical behavior including fair play, integrity and adherence to rules. All CIF athletic contests will represent in perception and practice, the appreciation for athletic excellence and the shared educational experience of competition. All individuals associated with athletic activities will be aware of and responsible for their influence on the behavior of others and be models of good sportsmanship.

As a member of the CIF/SS and the National Federation of State High Schools Association (NFSHSA), CSDR follows all CIF/SS and NFSHSA regulations.

Requirements

- Probation Status
 - Each athlete must meet the eligibility requirements of CSDR's Academic Probation Policy. (See page 13.)
- Number of Years in High School
 - An athlete cannot have more than 8 consecutive semesters of attendance in high school.
- Parental Consent
 - Each parent/guardian must complete and sign the medical authorization form, participation form, and other medical forms required by the school.

Commitment

Each athlete must be dedicated to being a scholar-athlete. Each athlete must make a commitment to attend all practices, contests, and team meetings. Athletes must be willing to sacrifice their own desires for the good of the team. Athletes are required to sign an agreement from CIF and CSDR Athletics before being allowed to participate in sports. Proper conduct is expected at all times, on and off the playing fields/courts.

An athlete is expected to stay on that team until the season is finished. Athletes who quit a team any time after the first game lose all rights and recognition as a team member including awards, letters, and post-season honors. They also are ineligible to participate in a sport the following season including the spring to fall seasons.

Absences

All athletes must attend at least 4 classes on a game day to be allowed to play. Any athlete who misses a game for an unexcused reason is suspended from the next game. An athlete who misses the last game of a season for an unexcused reason is suspended for the first two games of the following season.

After-School Detention

If an athlete is assigned after school detention, the athlete is expected to show up for detention first, and then attend practice or a game. Required attendance at after-school detention may result in missing a trip to an away game.

Attending School After Trips

All team members are expected to attend school the day after a school-sponsored trip. Athletes who are tardy or absent for any reason the day after a trip are not allowed to play in the next game. Exceptions may be made for athletes who present a note from a doctor.

Dress Code

Coaches reserve the right to require students to follow a dress code. Athletes are not allowed to have hair dyed unnatural colors. Students with piercings that may affect safety during a game or practice are required to remove them.

Early Departure from Class

Team members are responsible for making arrangements with teachers to make up classwork and assignments missed due to early departures for games. Athletes are not permitted to use athletic events as an excuse for not completing assignments.

Nutrition Aids and Supplements

The student must have signed parental consent to use nutrition aids or supplements. Supplements must be in the manufacturer's container labeled with student's name. Supplements may not be shared with others or taken into the cafeteria. A violation of these requirements results in confiscation of the supplement and may lead to disciplinary action.

Road Trips

Athletes are required to ride with the team and coaches for away games. No individual transportation is allowed. Athletes who miss the bus/van are not allowed to attend the game.

Rules and Expectations

Athletes are expected to follow all CSDR rules and policies. Coaches may establish additional rules and expectations for their respective teams. Rules and expectations are clearly explained at the beginning of each season.

Sportsmanship

Parents, coaches, and athletes are to conduct themselves in a positive manner by cheering for their own team and by supporting officials' calls and coaches' decisions. Spectators and participants are expected to show respect to officials, coaches, or athletes at all times during a competition. Inappropriate conduct may result in removal from the game and denial of access to any further games.

Tobacco, Alcohol, and Drugs

Athletes must refrain from the use of tobacco, alcoholic beverages, and controlled substances of any kind. Verification of substance use results in dismissal from the team and loss of all rights and privileges, including awards and post-season recognition.

Tryouts

Athletes are required to participate in scheduled tryouts in order to qualify for the team. An athlete who does not qualify for one sport may try out for a different sport during the same season.

Uniforms and Equipment

Athletic uniforms and equipment are loaned to team members for the duration of the season and are to be worn or used only in games and practices. Athletes may wear uniforms or equipment at pep rallies or other special events after receiving permission from the coach or Athletic Director. Athletes must

return uniforms and equipment to coaches at the end of the season or any other time at the request of a coach.

Athletes are required to pay for lost/damaged uniforms and/or equipment. Until debts are paid, athletes are not allowed to participate in any future sport nor attend the end-of-the-year athletic banquet.

Vandalism

Athletes must take care of athletic equipment and on/off campus facilities at all times. Any athlete who violates this rule is not allowed to participate in a sporting event without permission from the Athletic Director.

Weightlifting

Head coaches may require athletes to participate in a weightlifting program to ensure fitness and reduce the risk of physical injury.

MIDDLE SCHOOL ATHLETIC PROGRAM

Tryouts

All athletes are required to have a parent's signed permission before participating in tryouts for a team. The athlete is required to participate in scheduled tryouts in order to make the team. An athlete who is cut from one sport may try out for a different sport.

Commitment

An athlete, who quits a team without a legitimate reason after participating in at least one game, may be excluded from participation for the rest of the current season as well as the following season. An athlete who quits the team will lose all rights and recognition as a team member which includes awards, letters, and post-season honors.

Absences

All athletes must attend at least 4 classes on a game day to be allowed to play. Any athlete who misses a game for an unexcused reason is suspended from the next game. An athlete who misses the last game of a season for an unexcused reason is suspended for the first two games of the next sports season.

After-School Detention

If an athlete is assigned after school detention, the athlete is expected to show up for detention first, and then attend practice or a game. Required attendance at after-school detention may result in missing a trip to an away game.

Attending School After Trips

All team members are expected to attend school the day after a school-sponsored trip. Athletes who miss a school day for any reason after a trip are not allowed to play in the next game. Exceptions may be made for athletes who present a note from a doctor.

Conduct

Proper conduct is expected at all times, on and off the playing fields/courts. Players are expected to follow the principles of Character Counts – Pursuing Victory with Honor.

Dress Code

Coaches reserve the right to require students to follow a dress code. Athletes are not allowed to have hair dyed unnatural colors. Students with piercings that may affect safety during a game or practice are required to remove them.

Early Departure from Class

Team members are responsible for making arrangements with teachers to make up classwork and assignments missed due to early departures for games. Athletes are not permitted to use athletic events as an excuse for not completing assignments.

Road Trips

Athletes are required to ride with the team and coaches for away games. No individual transportation is allowed. Athletes who miss the bus/van are not allowed to attend the game.

Sportsmanship

Parents, coaches, and athletes are to conduct themselves in a positive manner by cheering for their own team and by supporting officials' calls and coaches' decisions. Spectators and participants are expected to show respect to officials, coaches, or athletes at all times during a competition. Inappropriate conduct may result in removal from the game and denial of access to any further games.

Tobacco, Alcohol, and Drugs

Athletes will refrain from the use and/or possession of tobacco, alcoholic beverages, and controlled substances of any kind. Verification of substance use or possession results in dismissal from the team and loss of all rights and privileges, including awards and post-season recognition.

Truancy/Suspension

Any athlete who is truant or suspended for one or more classes is suspended from playing in the next scheduled game but is required to suit up. If a truancy or suspension occurs on a game day, the athlete is not allowed to suit up or play in that game. Truancies/suspensions may be cause for removal from the team.

Uniforms and Equipment

Athletic uniforms and equipment are loaned to team members for the duration of the season and are to be worn or used only in games and practices. Athletes may wear uniforms or equipment at pep rallies or other special events after receiving permission from the coach or Sports Coordinator. Athletes must return uniforms and equipment to coaches at the end of the season or any other time at the request of a coach.

Athletes are required to pay for lost/damaged uniforms and/or equipment. Until debts are paid, athletes are not allowed to participate in any future sport nor attend the end-of-the-year athletic banquet

Unnecessary Roughness

Unnecessary roughness during a game is not permitted. Athletes involved in a fight during a game receive a one-game suspension. If the same athlete is involved in an altercation a second time during the season, the athlete is removed from the team immediately. The athlete is required to have a conference with parents/guardians and the Sports Coordinator before being allowed to participate in the following sports season.

Vandalism

Athletes must take care of athletic equipment and on/off campus facilities at all times. Any athlete who violates this rule is not allowed to participate in a sporting event without permission from the Sports Coordinator.

RULES AND POLICIES

A safe and orderly campus is essential for a successful education. All students are expected to comply with school rules, maintain proper standards of dress and appearance, and be accountable for their conduct while coming to or going from school, while on school grounds, and while at school-sponsored activities off campus.

Rules of discipline exist to ensure an orderly, healthy, and productive environment. The rules are designed and administered to promote self-discipline, civility, and respect for self and others.

Academic Honesty

Students are required to sign a contract which specifies expectations for academic honesty.

- I will do my own work. I will not copy another person's work, in whole or in part, and turn it in as my own. I will not receive unfair assistance from another student, parent, tutor, computer program, or any other unauthorized source on a project that was meant to be completed alone.
- I will keep quiet and not talk to any student, look at anyone else's paper, or allow anyone else to see my paper.
- I will not consult other unauthorized material or information during tests unless my teacher gives me permission (notes, calculator, electronic storage, etc.).
- I will not plagiarize. I understand that plagiarism is using the words or ideas of other authors in my papers without giving those authors credit.
- I will not take material from the Internet or another student's electronic files and use it as my own. I will not copy text, graphics, mathematics solutions, artistic layouts or presentations, or any ideas in any form from another source without proper citation.
- I will follow the directions of my teachers regarding whether it is acceptable to give, receive, or ask for help on homework.
- I will not communicate exam information or answers during or following an exam.
- I will not retrieve unauthorized information on paper, in electronic form, or from another student during a test.
- I will not, in laboratory situations, falsify or fabricate data or observations, including computer output.
- I will not arrange to have access to information during tests.
- I will not claim credit for work that is not the product of my own honest effort.
- I will not provide unwarranted access to materials or information so that credit may be wrongly claimed by others.
- I will not turn in an original paper or project more than once for different classes or assignments.
- I will refrain from other behaviors that constitute cheating or plagiarism.
- I will not tolerate any of the above.

Any student who breaches this Academic Honesty Contract is subject to disciplinary action.

- First Offense
 - zero on the assignment
 - class suspension for one day
 - parent contact
 - incident report

- Second & Subsequent Offenses
 - drop from the class with failing grade
 - parent contact
 - incident report

Academic Probation-High School

- Students with a GPA below 2.0 are placed on Academic Probation with Restrictions (APR) based on their final grades for the preceding grade period.
 - No Credit (NC) grades due to excessive, unexcused absences are failing grades and carry “0” grade points.
 - Incomplete (INC) grades are failing grades and carry “0” grade points.
 - Student’s status related to probation is reconsidered once INC grades have been changed to actual grades.
- Students remain on APR for 15 school days after the APR list is distributed. Students lose specific privileges as described in academic, athletic and residential policies.
- On the 16th school day after the APR list is distributed, the grades for students on APR are reviewed via Power School.
 - Students with a GPA below 2.0 remain on Academic Probation (AP) until grades for the next quarter are published.
 - Students with a GPA at or above 2.0 remain on Academic Probation with Privileges (APP) until grades for the next term are published.
- Students on AP/APP must earn a GPA at or above 2.0 at the end of the quarter in order to be removed from the AP/APP list.
- Students on AP/APP who earn a GPA below 2.0 at the end of a quarter are placed on AP until grades are published for the next quarter.

Academic Probation-Middle School

- Students with a GPA below 2.0 are placed on Academic Probation with Restrictions (APR).
- Students remain on APR for 14 school days after the APR list is distributed. Students on APR may participate in practices and dress in uniforms for home games, but may not play in any games.
- On the 15th school day after the APR list is distributed, the grades for students on APR are reviewed via Power School.
 - Students with a GPA below 2.0 are placed on Academic Probation (AP). Students on AP may not participate in sports.
 - Students with a GPA at or above 2.0 are placed on Academic Probation with Privileges (APP). Students on APP may participate fully in sports.
- Students on AP/APP must earn a GPA at or above 2.0 at the mid-term or end of the term in order to be removed from the AP list.
- Students on AP/APP who earn a GPA below 2.0 at the mid-term or end of the term are placed on AP until grades are published for the next term.

Adult Students

The school respects the role of parents/guardians in the lives of students who are over 18. To assist students who are becoming adults and as a part of transition planning, school staff meet with students who are 17 to discuss the critical importance of parents/guardians in their lives and the responsibility

they have to both themselves and their parents as they become adults. Students over 18 are expected to follow all school rules and policies.

Students over 18 years of age have special privileges as adult students. School staff continue to correspond with these parents/guardians; however, under certain conditions, adult students may restrict communication with parents/guardians. Parents/guardians of adult students do have certain rights and responsibilities.

Parents of adult students will be notified if an adult student:

- is missing from campus under circumstance requiring police notification;
- has been determined to be at serious risk for harming oneself;
- is suspended for an incident that involves drugs or weapons;
- is brought to the hospital for a medical emergency; or
- alleges mistreatment by a staff member and the accusation is substantiated.

California law prevents CSDR staff from notifying parents about the following situations if an adult student:

- requests to be released from school to receive confidential medical service;
- seeks medical treatment for the prevention or treatment of pregnancy;
- seeks medical treatment of an infectious, contagious or communicable disease;
- seeks medical treatment related to the diagnosis or treatment of rape or sexual assault;
- receives medical services for HIV testing; or
- consents to the diagnosis or treatment of drug-related or alcohol-related problems.

All medical records are kept confidential from the adult student's parent/guardian unless the adult student consents to such disclosure.

CSDR expects parents/guardians to keep CSDR informed if an adult student:

- is a residential student and is not intending to return home for the weekend;
- is a residential student and changes their normal home-going plan;
- threatens to harm him/herself or others;
- does not intend to return to school; or
- is in the hospital (unless it is confidential by law).

Bicycles, Scooters, Skates, and Skateboards

Students may bring bicycles, scooters, skates, roller blades, and skateboards on campus. Electric or gas-powered items are not allowed. Bicycles must be brought to school by parents/guardians via their own vehicles. Students must follow all related rules.

- Wear a helmet at all times while riding.
- Do not lend equipment to other students.
- Do not ride inside buildings.
- Ride on designated sidewalks and roadways only.
- Avoid riding in traffic and pedestrian areas.
- Ride before or after school during daylight hours.
- Show respect and appropriate behavior toward other people and property.
- Store equipment in designated locations.

- Obtain permission from a staff member and sign in and out.
- Inform staff of the destination and expected return time.
- Ride off campus with written permission from parents/guardians.

Failure to comply with the rules will result in the loss of riding privileges.

- First offense - Equipment will be confiscated for one day.
- Second offense - Equipment will be confiscated and parents/guardians must take it home for one week.
- Third offense – Parent conference is required to determine the consequences.

Classroom Expectations

- Be on time.
- Bring materials and books.
- Be ready to work.
- Complete work on time.
- Follow directions.
- Be courteous.
- Keep hands and feet to self.

Dining Room Expectations

Students are expected to follow table etiquette practices and apply the PAWS principles by using appropriate social skills.

- Be respectful to each other.
- Keep hands and feet to self.
- Talk appropriately.
- Keep tables and floors clean.
- Be responsible.
- Use table etiquette practices.

Unacceptable dining room behaviors are categorized in three levels of severity.

- Level One
 - Tilting back in chair while seated
 - Eating with hands
 - Dropping utensils and not picking up them
 - Yelling
 - Moving/lifting tables
 - Walking out of line
 - Necking
 - Not remaining seated
 - Using profanity or making negative comments in casual conversation with peers
 - Making noises to call others
 - Touching other people's food
 - Leaving cups/plates/trays on the table
 - Making inappropriate facial expressions/gestures

- Wearing a hat in the building
- Wearing sun glasses in the building
- Sharing food
- Level Two
 - Repeated level one behavior
 - Flicking food
 - Playing with water
 - Playing with or throwing ice
 - Playing with or throwing food
 - Throwing any object
 - Making sexual or derogatory remarks
 - Repeatedly defying staff
 - Using profanity
 - Bullying
 - Falsely accusing others or spreading harmful rumors
 - Touching others inappropriately
 - Spilling
 - Shoving
- Level Three
 - Engaging in disruptive activities (e.g., food fighting)
 - Touching others in a sexual manner
 - Harmfully harassing or bullying others
 - Fighting
 - Vandalizing property
 - Throwing objects harmfully toward others
 - Refusing to cooperate after repeated requests from staff
 - Carrying a weapon
 - Acting out in a physical manner
 - Repeatedly defying staff

Violations of dining room rules may result in consequences including warnings, discussions, corrective teaching, separation from peers, cleaning duties, parent conferences, referral to supervisory staff, and suspension.

Dress Code

CSDR provides a safe environment that allows optimal learning experiences for all students. Standards enforced at CSDR meet the requirements of the California Education Code regarding grooming, dress, and appearance.

- Clothing must be neat, clean, and suitable for school and other school activities.
- Clothing must allow walking safely and sitting, bending, and stretching modestly.
- Clothing, jewelry, accessories, or any manner of grooming which by nature of its color, arrangement, trademark or any other attribute shows membership or identification with a gang is prohibited (e.g., hair nets, bandanas, baggy or oversized pants, plain, white T-shirts, etc.).

- Clothing or jewelry which shows crude or vulgar painting, drug or alcohol use, crime, violence, discrimination, profanity, bigotry, or intolerance against people on the basis of their race, ethnicity, national origins, religion, sex, or sexual orientation is prohibited.
- Clothing designed or altered to expose undergarments or undergarments worn as outerwear is not allowed.
- Hats, hoods, and bandannas may be worn for protection from weather only.
- Clothing designed or altered to show the stomach, midriff, shoulders, or other body parts is not allowed (e.g., straps less than two inches wide, short blouses/shirts unbuttoned below the sternum, low-cut, halter, off the shoulder, see-through, fish-net, or “mesh” tops, etc.).
- Shorts, skirts, and clothing slits must be mid-thigh length.
- P.E. clothes must not be worn outside of P.E. class.
- Unsafe footwear is not allowed (e.g., shoes with built-in wheels, beach flip-flops, shower shoes, slippers, spike heels, etc.).
- Sunglasses may only be worn outside for eye protection purposes.
- Dangerous objects may not be worn or carried (e.g., chains, spikes, gauges, etc.).

Students who wear clothes in violation of the Dress Code will be asked to change immediately. Parents/guardians may be asked to bring appropriate clothing. If it is not possible to change into appropriate clothing, the student will be required to change into clothing available from the department office. Students who repeatedly violate the Dress Code may be subject to suspension for defiance of school authority.

Electronic Devices

Use of electronic communication and game devices is not permitted during class. These devices may include, but are not limited to: hand-held electronic games, cellular phones, pagers, radios, CD players, MP3 players, boom boxes, video players, DVD players, etc. Electronic devices used during class are confiscated. CSDR is not responsible for any personal belongings that are lost, stolen, or damaged. If staff confiscates an item which is then stolen before it can be secured, there is no reimbursement. Students found to have taken pictures or videos of other students involved in violations of school rules are subject to disciplinary action. Students taking pictures or videos in unauthorized areas or in a manner that the use of those pictures would violate school rules are subject to disciplinary action.

Students who violate rules for the use of electronic devices are subject to consequences including confiscation of the device, parent conferences, and suspension.

Hair Styling

Hair shall be neatly groomed and of a natural color. Aerosol cans are not permitted. Hair styling tools may not be used in class. Students may not dye their hair at school, in the dorm, or at any time while under the supervision of CSDR staff.

Hall Passes

Students are not permitted in the halls during class periods unless they have a pass signed by a staff member. Students are required to use the most direct routes to and from their destinations.

Loitering

Loitering in hallways, restrooms, or other campus locations is not allowed. Students must remain in assigned areas at all times.

Personal Vehicles

Any student who produces a valid California driver's license, current registration, and appropriate insurance documents is allowed to submit an application for approval to drive a personal vehicle on campus.

- All motor vehicles must be registered with the High School Principal.
- Parking is allowed only in designated parking spaces in the high school area.
- Reckless or inappropriate driving is not permitted on campus.
- Driving is allowed on the streets only.
- The maximum speed limit on campus is 15 miles per hour.
- Drivers shall follow the law as defined by the California Department of Motor Vehicles.
- Students must not allow other persons to drive the vehicle.
- Students may not transport passengers under 18 years of age. With parental permission, exceptions may be made for siblings who are CSDR students.
- School personnel reserve right to search a student's vehicle for possible violation of school policies.
- The school is not responsible for any items or valuables that may be stolen from the vehicle.
- The school is not responsible for any damage to the vehicle.
- Required documents and related information must be kept up-to-date (e.g., car insurance, driver's license, type of car, vehicle registration, vehicle license plate, etc.).

Students who violate the rules for using personal vehicles may lose the privilege for up to one year.

Promotion and Retention

All students are responsible for demonstrating progress towards grade level standards. Promotion and retention decisions are made in accordance with the following guidelines.

- Students not making satisfactory progress towards meeting grade level standards use intervention time during the school day to reinforce skills in the core subject areas of English/language arts, reading, and mathematics.
- Students making limited progress on grade level standards and IEP goals are considered for retention based on recommendations from a Site Retention Committee which includes teachers, a principal, assessment specialists, site administrators, and other appropriate staff.
- The final decision to promote or retain a student is made by a site administrator.

Promotion based on Credits Earned (HS)

9th to 10th grade	50 credits
10 th to 11 th grade	120 credits
11 th to 12 th grade	190 credits

Ratings for DVDs/Movies, Electronic/Online Games, and Television Programs

The purpose of the rating policy is to protect CSDR students from being exposed to inappropriate content in DVDs/movies, games, and television programs.

The allowed and prohibited ratings for each type of media are based on standard industry ratings currently in use for the general public as determined by the Motion Picture Association of America, the Entertainment Software Rating Board, and the Television Parental Guidelines.

- DVDs and Movies
 - Students below 6th grade may not watch DVDs or movies rated PG-13 or above.
 - No student is permitted to watch DVDs or movies rated R or NC-17.
 - Students' personal DVDs/videos may be watched with approval from staff.
 - High school teachers must collect consent forms from students' parents before a movie rated R or NC-17 is shown in class.
- Electronic and Online Games
 - Students below 6th grade may play games rated EC (Early Childhood) or E (Everyone).
 - Students in 6th grade and above may not play games rated M (Mature) or A (Adults Only).
 - No student is allowed to play games brought from home.
 - No student is allowed to play online games with other people.
 - No student is allowed to play online games which require a fee.
 - Games without ratings may be played with prior staff approval and supervision.
 - Ratings for the same game on CD-ROM/DVD are applied to online versions.
- Television Programs
 - No student is permitted to watch programs rated TV-MA (mature audiences).
 - Students below 6th grade may not watch programs rated TV-14.
 - Students below 6th grade may be allowed to watch some programs rated TV-PG13 based on staff discretion.

Students who violate these ratings guidelines will be subject to appropriate disciplinary consequences.

Restroom Use

Students may use the restroom before and after school, during lunch, and between classes. Students must have a pass to use the restroom during class. Restroom passes are not issued during the first and last 10 minutes of class. Students are responsible to keep the restrooms clean.

School Vehicles

Rules for riding in school vehicles are established to ensure the safe and efficient transportation of students. Students transported in a school vehicle are under the direct authority and responsibility of the driver of the vehicle. (5CAC 14103) Students are expected to follow the rules at all times. Continued disorderly conduct or persistent refusal to submit to the authority of the driver shall be sufficient reason for a student to be denied the privilege of riding in school vehicles. (5CAC14103)

- Obey the directions of the driver and/or escort.
- Stay in your seat at all times.
- Keep the vehicle clean and do not litter.
- Be courteous.
- Keep all body parts inside the vehicle at all times.
- Keep your hands and feet to yourself.
- Do not fight or make loud noises.
- Inform your escort or driver if you need assistance or have a problem.
- Never touch the emergency exits, safety equipment, or bus controls.
- Stay away from the bus tires.
- Do not throw anything out of the windows.

- Keep the aisles and emergency exits clear.
- Store large items (i.e., skateboards) in the luggage compartment.
- Do not bring animals, reptiles, or insects into a vehicle.

Signal or Laser Devices

Students are not permitted to be in possession of any signal or laser device while on campus. These devices will be confiscated and will be returned to parents/guardians to take home.

Tobacco and Drugs

CSDR does not permit the smoking or use of tobacco, or any product containing tobacco or nicotine products by students while on campus, while attending school-sponsored activities, or while under the supervision of school employees. Students who are 18 and older who have a prescription for marijuana for medical reasons are prohibited from being under the influence or possessing marijuana while on school grounds or at any school-sponsored event on and/or off-campus. Violation of this policy results in disciplinary action as outlined in California Education Code Section 48901.

Use of Computers

Using computers is considered a privilege, not a right. This privilege may be revoked if a student fails to follow expectations.

- All students will follow the school policies as they relate to computer usage. Failure to do so may result in the loss of technology use privileges.
- Food, snacks, and drinks cannot be consumed or stored near any computer area.
- Socializing is not allowed in computer labs. It is expected that students are in the lab to do productive work on computers. Students are to use their time wisely.
- Students must be ecologically sensitive by conserving paper and printer ink. Students need to do a "Print Preview" before printing. They are to ask their teacher or dorm counselor for assistance.
- Students must not share their passwords with other students. If one does, he/she is fully responsible for whatever happens to his/her files which may be changed, or deleted.
- Students must not try to open or use another student's account.
- Students must save files on the network server.

Before students may use any school computer on campus, they must first sign the Acceptable Technology Use Policy after being given instructions on acceptable use of technology and the internet by their teachers. This policy is in effect as long as the student is enrolled at CSDR.

RESIDENCE PROGRAM

CSDR is an educational facility with a residential component of cottages that provide a home away from home for students.

Expectations

- Show respect and cooperate with all staff and students.
- Get along with others.
- Be polite and respectful.
- Resolve conflicts appropriately.
- Accept responsibility for own actions.

- Maintain appropriate relationships with other students and staff.
- Follow dress code.
- Have good personal hygiene and grooming habits.
- Accept responsibility for dormitory duties.
- Keep personal belongings in their proper place.
- Keep room clean.
- Show respect for school property.
- Show respect for other students' belongings.
- Follow rules and time schedules.
- Sign in and out.
- Use study hour appropriately.
- Participate in social activities.

After-School Activities

A variety of activities are available for both residential and day students after school.

- All students are expected to maintain standards for academic achievement and follow all rules.
- Fees for activities are due by the date indicated on the flyer or monthly calendar. All fees must be paid in cash or check by the due date.

Day students may participate in specified after-school activities.

- Day students may participate in after-school activities if space is available. Residential students have priority for participation in activities with limited space availability.
- Day students must request to participate in activities in advance.
- Day students must leave campus at the conclusion of an activity unless they obtain permission to participate in scheduled evening activities. Students must wait to be picked up in the area designated by residential staff.
- Day students are required to go home after school and return prior to the beginning of an evening activity.
- Day students who are participating in both afternoon and evening activities will be issued a pass for dinner in the dining room.

Home-Going Plan Change

When a residential student wants to go to the home of another student, both students are required to submit a Home-going Plan Change form.

- Home-going Plan Change forms are due from students' parents/guardians no later than 8:00 p.m. on Tuesdays.
- Parents/guardians must submit the form via fax (951-782-4914/4106) or in person. Notification of a change in home-going plan may not be communicated via e-mail, phone, pager, etc.
- Parents/guardians of both students are fully responsible for making the visiting arrangements.
- Parents/guardians are fully responsible for arranging private transportation for both students.
- Students must be picked up after school on Fridays and dropped off between 7:00 and 9:00 p.m. on Sundays.
- Parents/guardians who pick up students are required to sign a release at the designated pick-up area.

- Friends who are authorized to pick up students will be asked to provide proof of identification.
- If both students are residential, they may be allowed to ride the bus/van home together. Requests must be submitted two weeks in advance. Approval depends on available seats on the bus/van. Day students are not permitted to ride on residential buses/vans.

Medication

Students must give all medications to staff when they get on the bus or arrive in the cottage. All medications are kept in the Health Services building. Medications are administered to students in Health Services.

Off-Campus Privileges

High school students may be issued a “town pass” to leave campus without a chaperone.

- Parental permission is required prior to the issuance of a town pass.
- Town passes are issued by residential staff. Passes specify the approved destination and return time.
- Students using town passes must travel in pairs during daylight hours and in groups of three after dusk. Female students must be accompanied by at least one other female student.
- Students must have permission before riding in a car.
- Town passes must be returned to residential staff by the agreed upon return time.
- Town passes may not be issued during special activities such as dances, parties, sporting events, etc.
- Town passes are not issued on Fridays or Sundays.
- Students must follow all school rules while using town passes.
- Failure to comply with school rules or town pass guidelines may result in the loss of off-campus privileges.

Personal Belongings

Each bedroom has at least one closet that can be secured with a lock. Students are encouraged not to give their keys or lock combinations to their friends. Students are also encouraged not to borrow things from each other. Students/parents assume responsibility for all personal belongings. Students may keep money or valuables in the lock box in their rooms. Students may also give money to dorm staff to keep in a secure location.

SUSPENSION AND EXPLUSION

California Education Code

California Education Code 48900: A pupil shall not be suspended from school or recommended for expulsion, unless the superintendent of the school in which the student is enrolled determines that the pupil has committed an act as defined in (a) to (r) or (t).

- (a) (1) Caused, attempted to cause, or threatened to cause physical injury to another person
(2) Willfully used force or violence upon the person of another except in self-defense.
- (b) Possessed, sold, or otherwise furnished any firearm, knife, explosive, or other dangerous object.
- (c) Unlawfully possessed, used, sold, or otherwise furnished, or been under the influence of, a controlled substance, an alcoholic beverage, or an intoxicant of any kind.

- (d) Unlawfully offered, arranged, or negotiated to sell a controlled substance, an alcoholic beverage, or an intoxicant of any kind, and either sold, delivered, or otherwise furnished to a person another liquid, substance, or material and represented the liquid, substance, or material as a controlled substance, alcoholic beverage, or intoxicant.
- (e) Committed or attempted to commit robbery or extortion.
- (f) Caused or attempted to cause damage to school property or private property.
- (g) Stole or attempted to steal school property or private property.
- (h) Possessed or used tobacco or products containing tobacco or nicotine products, including but not limited to, cigarettes, cigars, miniature cigars, clove cigarettes, smokeless tobacco, snuff, chew packets, and betel.
- (i) Committed an obscene act or engaged in habitual profanity or vulgarity.
- (j) Unlawfully possessed or unlawfully offered, arranged, or negotiated to sell any drug paraphernalia.
- (k) Disrupted school activities or otherwise willfully defied the valid authority of supervisors, teachers, administrators, school officials, or other school personnel engaged in the performance of their duties.
- (l) Knowingly received stolen school property or private property.
- (m) Possessed an imitation firearm that is so substantially similar in physical properties to an existing firearm as to lead a reasonable person to conclude that the replica is a firearm.
- (n) Committed or attempted to commit a sexual assault or committed a sexual battery.
- (o) Harassed, threatened, or intimidated a pupil who is a complaining witness or witness in school disciplinary proceeding for the purpose of either preventing that pupil from being a witness or retaliating against that pupil for being a witness, or both.
- (p) Unlawfully offered, arranged to sell, negotiated to sell, or sold the prescription drug Soma.
- (q) Engaged in, or attempted to engage in, hazing which means a method of initiation or pre-initiation into a pupil organization or body, whether or not the organization or body is officially recognized by an educational institution, which is likely to cause serious bodily injury or personal degradation or disgrace resulting in physical or mental harm to a former, current, or prospective pupil. For purposes of this subdivision, "hazing" does not include athletic events or school-sanctioned events.
- (r) Engaged in an act of bullying, including, but not limited to, bullying committed by means of an electronic act directed specifically toward a pupil or school personnel.
- (s) A pupil shall not be suspended or expelled for any of the acts enumerated in this section, unless that act is related to school activity or school attendance occurring within a school under the jurisdiction of the superintendent of the school district, or principal or occurring within any other school district. A pupil may be suspended or expelled for acts that are enumerated in this section and related to school activity or attendance that occur at any time, including, but not limited to: while on school grounds, while going to or coming from school, during the lunch period whether on or off the campus, and during, or while going to or coming from, a school sponsored activity.
- (t) Aiding or abetting the infliction or attempted infliction of physical injury to another person.

- (u) As used in this section, "school property" includes, but is not limited to, electronic files and databases.
- (v) A superintendent of the school district or principal may use his or her discretion to provide alternatives to suspension or expulsion, including, but not limited to, counseling and an anger management program, for a pupil subject to discipline under this section.
- (w) It is the intent of the Legislature that alternatives to suspension or expulsion be imposed against a pupil who is truant, tardy, or otherwise absent from school activities.

In addition to the reasons specified in Section 48900, a pupil may be suspended from school or recommended for expulsion if the superintendent of the school determines that the pupil:

- 48900.2 Committed sexual harassment. (grades 4 through 12 only)
- 48900.3 Caused, attempted to cause, threatened to cause or participated in an act of hate violence. (grades 4 through 12 only)
- 48900.4 Intentionally engaged in harassment, threats, or intimidation, directed against school personnel or pupils, that is sufficiently severe or pervasive to have the actual and reasonably expected effect of materially disrupting classwork, creating substantial disorder, and invading the rights of either school personnel or pupils by creating an intimidating or hostile educational environment. (grades 4 through 12 only).
- 48900.7 Made terroristic threats against school officials or school property, or both.

In addition to the reasons specified in Section 48900, the superintendent of the school may suspend or expel a pupil for:

- 48915(a)(1) Causing serious physical injury to another person, except in self-defense.
- 48915(a)(2) Possession of any knife or other dangerous object of no reasonable use to the pupil.
- 48915(a)(3) Unlawful possession of any controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health and Safety Code, except for the first offense for the possession of not more than one avoirdupois ounce of marijuana, other than concentrated cannabis.
- 48915(a)(4) Committing robbery or extortion.
- 48915(a)(5) Committing assault or battery, as defined in Sections 240 and 242 of the Penal Code, upon any school employee.
- 48915(c)(1) Possessing, selling, or otherwise furnishing a firearm. This applies to an act of possessing a firearm only if the possession is verified by an employee of a school district.
- 48915(c)(2) Brandishing a knife at another person.
- 48915(c)(3) Unlawfully selling a controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health and Safety Code.
- 48915(c)(4) Committing or attempting to commit a sexual assault as defined in subdivision (n) of Section 48900 or committing a sexual battery as defined in subdivision (n) of Section 48900.
- 48915(c)(5) Possessing an explosive.

Suspension Process

A student may be suspended from regular school activities for up to 5 consecutive school days. If a student is suspended for a total of 10 school days in one year, a manifestation determination IEP meeting is held to determine if a pattern exists and if a behavior is or is not related to the student's disability. During a period of suspension, students are not allowed to be on the school premises or attend any school activity, whether at a public or private facility. Students are allowed to complete all assignments and tests missed during the period of suspension. After a suspension, students must meet with the Principal or Supervisor of Residence Program before returning to class. When a suspension occurs, a letter is sent to the parents/guardians and the Local Education Agency representative. Repeated suspensions may result in a recommendation for an administrative hearing for consideration of expulsion.

Police Involvement

California Highway Patrol (CHP) officers assist with prevention activities and meet with students who are involved in serious incidents. School officials are required to contact the CHP if a student is alleged to be involved in any illegal activity. Examples of situations that require involvement of law enforcement include: physical attacks, possessing or selling illegal drugs, possession of firearms or other weapons, and sexual activity. A CHP officer investigates the alleged criminal activity by interviewing students who were involved and/or witnessed an incident. Upon completion of the interview(s), the officer determines whether the investigation should continue. Parents/guardians may be informed before or after a student is interviewed at the discretion of the investigating officer. (E.C. 48900.05; 48902; 48)

Due Process

Prior to the decision to suspend a student (except under emergency conditions), a school administrator conducts an investigation and an informal conference is held to afford the student(s) an opportunity to know the charges and to offer an explanation of what happened. The parent/guardian is notified as soon as possible, by telephone or other reasonable means, of the decision to suspend a student. A notice of the suspension is mailed or given to the student's parent/guardian (E.C. 48903, 48911).

Appeal Rights

Students, parents, or guardians have the right to appeal any suspension. Parents/guardians also have the right to attach a statement to the school's copy of a suspension. If the school recommends expulsion of a student, further due process via a manifestation determination IEP meeting is afforded the student and the parents/guardians.

ABUSE/HARASSMENT/DISCRIMINATION

Title IX

Title IX of the Education Amendments of 1972 bans sex discrimination in schools whether in academics or athletics. Title IX states that the Supreme Court has confirmed that all schools have an obligation under Title IX to prevent and address harassment against students, whether perpetrated by peers or by employees of the school system. Sexual harassment in education includes any unwanted and unwelcomed sexual behavior that significantly interferes with a student's access to educational opportunities.

At CSDR, abuse, harassment, or discrimination of any kind is forbidden, and is against both state and federal laws. Types of harassment or discrimination that are not allowed include: age, communication mode, culture, disability, ethnicity, gender, heritage, national origin, physical or mental characteristics, political affiliation, race, religion, and sexual orientation. No student shall be excluded from participation in, be denied the benefits of, or be subjected to discrimination in any educational program or activity

available in school on the basis of race, color, sex, religion, creed, political belief, age, national origin, linguistic and language differences, sexual orientation, socioeconomic status, height, weight, marital or familial status, or disability.

The Director of Instruction is the CSDR Title IX Coordinator. The coordinator is available to students and staff and oversees compliance efforts and investigates any complaints of sexual discrimination.

Bullying Prevention and Intervention

CSDR is committed to creating a safe and secure school environment where all students may learn by eliminating bullying and harassment. It is important that all members of the CSDR community be aware of school policies including what bullying looks like. Working together as a community, bullying can be eliminated.

The administration of CSDR recognizes that there is a nationwide concern regarding the issue of bullying, and acknowledges that CSDR is not immune to such issues. Bullying is defined by CSDR as an ongoing pattern of behavior that involves harassment, terrorism, intimidation, or threatening of an individual or individuals for a significant period of time. Bullying occurs in the forms of physical, emotional, verbal, or sexual/racial torment. It also includes the exclusion or isolation of another person and can be done face to face, in writing, by text, or via the internet. The CSDR administration takes bullying behaviors very seriously. Bullying incidents and complaints are responded to by staff and disciplinary action is imposed when warranted. The school's goal is to provide a safe environment free of intimidation where students may learn and thrive. Bullying falls under the harassment policy which has clear and established consequences. Harassment of any kind including bullying is not tolerated.

Students who engage in any act of bullying while at school, at any school-sponsored activity or event, or while in route to or from school are subject to disciplinary action, up to and including suspension and expulsion. Law enforcement officials are notified of bullying incidents, as required by law.

Types of Bullying

- Physical bullying - when someone hits, shoves, kicks, spits on or beats up others, including damaging or stealing another's property
- Verbal bullying - name-calling, mocking, hurtful teasing, humiliating or threatening someone, making people do things they don't want to do
- Social bullying - excluding others from the group, spreading gossip or rumors about others, making others look foolish, making sure others do not spend time with a certain person
- Cyber/Electronic bullying - using e-mail, instant messaging, text messages, or digital images to threaten or hurt someone's feelings, single someone out, embarrass or make someone look bad, spread rumors, or reveal secrets about someone

Hate Behavior

Any behavior that is motivated by hate is not permitted.

- demeaning students or staff members who cannot sign well
- destroying or removing posters or flyers put up by others
- making bigoted insults, taunts, or slurs
- making racist, sexist, or demeaning comments or jokes
- posting or distributing materials that are demeaning
- posting or distributing printed hate materials
- threatening to or destroying property
- threatening to or hurting someone physically or emotionally

Physical Abuse

Physical abuse of staff or students, or threat of such abuse, is not tolerated. If such abuse or threat of such abuse occurs, a report of the incident is written by the staff member(s) involved or to whom the abuse is reported. The Principal or Supervisor of Residence Program (SRP) investigates the incident and may suspend the student for one to five days if abuse or threat of abuse has occurred. Repeated suspensions may result in a recommendation for an administrative hearing for consideration of expulsion. If an injury occurs, the student is accompanied to Health Services. An injury report is written and parents/guardians are informed immediately.

Physical Restraint

Physical restraint is used by staff only as a last resort when verbal techniques have been exhausted or when a student displays behavior that presents a danger to self or others. Parents/guardians are informed when the Non-Violent Intervention (NCI) physical restraint system needed to be employed. The police are contacted if a student's behavior is beyond the control of the NCI physical restraint system.

Sexual Assault, Abuse, and Harassment

Sexual assault, and abuse, and harassment are not permitted.

- Sexual assault – date rape or unwelcome sexual contact or rape
- Sexual abuse – any unwanted touching, wedgies, bra-snapping, fondling, unwanted hugging, kissing, or touching or grabbing private parts of the body
- Verbal sexual harassment – dirty language, lewd comments, propositions for sex, talking about sex, talking about genitals, threatening forced sex, sex taunting in the presence of others, commenting on someone's sexual orientation
- Visual sexual harassment – exposing oneself, flashing, panting, mooning, showing sexually offensive pictures, magazines or videos, or showing sexual items such as condoms in a provocative way
- Pressure for sexual favors – threatening harm if sex is withheld, threatening rape

Offenses are weighted to reflect their severity.

- Sexual abuse, verbal harassment, or visual harassment - counts as level 1 for each offense
- Pressure for sexual favors - counts as level 2 for each offense
- Sexual assault - counts as level 3 for each offense

The police are contacted for all offenses involving sexual assault and may be contacted for other types of offenses.

Reporting an Incident

Students are encouraged to report incidents of abuse, discrimination, or harassment. Staff members who investigate student complaints always protect the confidentiality of the victim.

- Step 1 – Discuss
 - Students are encouraged to discuss the incident with the person who committed the offense. If a student is not comfortable talking to the person or there is no satisfactory resolution, the student should discuss it with a staff member or a friend. If there is no satisfactory resolution as a result of discussions, the student should file a complaint.

- Step 2 – File a Complaint
 - Students should ask a staff member for help with filing a harassment conflict resolution form. If the student is not satisfied with the resolution of the incident, the student may make a formal complaint with the Director of Instruction.

ELEMENTARY SCHOOL SEQUENTIAL DISCIPLINE

Education Code	Student Infraction	Intervention/Consequence
48900(k)	Habitual or flagrant disruption of school or classroom activities (i.e., horseplay, play fighting, running, other interruption of the learning process)	Parent contact Loss of privileges Community service Behavior contract Presentation related to infraction Referral to IDT Possible counseling referral Class suspension School suspension (1-5 days) Expulsion
	Habitual lack of preparation for class	Parent contact Loss of privileges Loss of recess for homework make-up Behavior contract Referral to IDT Possible counseling referral Presentation related to infraction
48900.5 48900(k)	Violation of hands-off (i.e., pushing, grabbing, hitting, spitting, etc.)	Parent contact Loss of privileges Community service Behavior contract Presentation related to infraction Referral to IDT Possible counseling referral Class suspension Suspension (1-5 days) Expulsion
48900(k)	Swearing, use of profanity, vulgarity and obscenities.	Parent contact Loss of privileges Referred to IDT Possible counseling referral Behavior contract Presentation related to infraction Suspension (1-5 days)
48900(a1)	Caused, attempted to cause, or threatened to cause battery on student or school personnel without injury (not mutual combat).	Parent contact Loss of privileges Community service Behavior contract Referral to IDT Possible counseling referral Class suspension Suspension (1-5 days) Expulsion

Education Code	Student Infraction	Intervention/Consequence
48900(a2)	Assault or battery on student with injury. *Willful use of force or violence (without mutual combat).	Parent contact Loss of privileges Referral to IDT Possible counseling referral Behavior contract Suspension (1-5 days) Expulsion
48900(a2) 48915 44014	Assault or battery on school personnel.	Parent contact Loss of privileges Referral to IDT Possible counseling referral Parent contact/Behavior contract Suspension (1 – 5 days) Expulsion
48900.4	Intentional threats, intimidating or menacing, creating a hostile environment, bullying, including cyber bullying, etc of students or staff.	Parent contact Loss of privileges Referral to IDT Possible counseling referral Behavior contract Presentation related to infraction Suspension (1 – 5 days) Expulsion
48900(e) 48900(a)	Robbery/extortion, use of force or fear. Robbery: taking property by the use of violence; Extortion: using threats to obtain money or property from others.	Parent contact Loss of privileges Community service Behavior contract Presentation related to infraction Referral to IDT Possible counseling referral Class suspension Suspension (1 – 5 days) Expulsion
48900(a1) 48900.7	Initiating threatening calls, messages to school, i.e. bomb threats, etc.	Parent contact Loss of privileges Referral to IDT Possible counseling referral Presentation related to infraction Notify CHP Suspension (1 – 5 days) Expulsion

Education Code	Student Infraction	Intervention/Consequence
48900(b)	Possessed, sold, or otherwise furnished any firearm, knife, explosive, or a dangerous object having no reasonable use [EC 48900 (b)] of which dangerous object is defined as an object that becomes dangerous of its use, intended use, or if perceived as others as being dangerous.	Parent contact Loss of privileges Referral to IDT Possible counseling referral Presentation related to infraction Notify CHP Suspension (1 – 5 days) Expulsion
48900(b) 48915(a)(c)	Possession of dangerous object of no reasonable use including but not limited to: fire-crackers, razor blades, laser pen, novelty shock items, poppers, bomb bags, stink bombs, paint guns, projectiles, etc., or items of no reasonable use that do not pose an immediate and significant threat to others. All objects will be assessed based on quantity, size, and potential to do harm.	Parent contact Loss of privileges Referral to IDT Possible counseling referral Presentation related to infraction Notify CHP Suspension (1 – 5 days) Expulsion
48900(c)	Possession or use of controlled substance, intoxicant, or caustic of any kind (including super glue, toluene, or mixture) if brought or used as a controlled substance.	Parent contact Loss of privileges Referral to IDT Possible counseling referral Presentation related to infraction Notify CHP Suspension (1 – 5 days) Expulsion
48915 (c) 48900(d)	Selling or offering a controlled substance, alcohol, or intoxicant of any kind, and then sold or delivered a placebo in lieu of and representing it as a controlled substance. If sales, suspension 5 days. Recommend expulsion.	Parent contact Loss of privileges Referral to IDT Possible counseling referral Presentation related to infraction Notify CHP Suspension (1 – 5 days) Expulsion

Education Code	Student Infraction	Intervention/Consequence
48904 48900(f)	Caused or attempted to cause damage to school property or private property, including graffiti, tagging, etching, vandalism, attempted arson, etc.	Parent contact Loss of privileges Community service Behavior contract Presentation related to infraction Referral to IDT Possible counseling referral Class suspension Suspension (1 – 5 days) Expulsion
48900(f) 48904	Fire-setting, arson, if poses a significant threat to harm to others.	Parent contact Loss of privileges Referral to IDT Possible counseling referral Presentation related to infraction Notify CHP Suspension (1 – 5 days) Expulsion
48900.5 48900(g)	Theft or attempted theft of school property or private property.	Parent contact Loss of privileges Community service Behavior contract Presentation related to infraction Referral to IDT Possible counseling referral Notify CHP Suspension (1 – 5 days) Expulsion
48900(m)	Imitation firearm.	Parent contact Loss of privileges Community service Behavior contract Presentation related to infraction Referral to IDT Possible counseling referral Notify CHP Suspension (1 – 5 days) Expulsion
48900(k)	Defiance of authority including lying and refusing to provide or falsifying information, etc.	Parent contact Loss of privileges Community service Behavior contract Presentation related to infraction Referral to IDT Possible counseling referral Suspension (1 – 5 days) Expulsion

Education Code	Student Infraction	Intervention/Consequence
48900(h)	Smoking, use or possession of tobacco or any placebo.	Parent contact Loss of privileges Community service Behavior contract Presentation related to infraction Referral to IDT Possible counseling referral Suspension (1 – 5 days) Expulsion
48900(j)	Possession or sales of drug paraphernalia.	Parent contact Loss of privileges Referral to IDT Possible counseling referral Presentation related to infraction Notify CHP Suspension (1 – 5 days) Expulsion
48900.5 48900(k) 44014	Intimidating or menacing school personnel or students, including hand gestures, written materials, verbal comments, gang gesturing, etc.	Parent contact Loss of privileges Community service Behavior contract Presentation related to infraction Referral to IDT Possible counseling referral Suspension (1 – 5 days) Expulsion
48900(l)	Knowingly received stolen school or private property.	Parent contact Loss of privileges Community service Behavior contract Presentation related to infraction Referral to IDT Possible counseling referral Suspension (1 – 5 days) Expulsion
48900.2	Harassed, threatened, or intimidated an individual.	Parent contact Loss of privileges Community service Behavior contract Presentation related to infraction Referral to IDT Possible counseling referral Suspension (1 – 5 days) Expulsion

Education Code	Student Infraction	Intervention/Consequence
48900.3	Hate Violence: use of force or threat of force to intimidate or injure a person or person's property because of that person's race/ethnicity, color, ancestry, religion, national origin, disability, gender, or sexual orientation.	Parent contact Loss of privileges Community service Behavior contract Presentation related to infraction Referral to IDT Possible counseling referral Suspension (1 – 5 days) Expulsion
48900(t)	Aiding or abetting infliction or attempted infliction of physical injury (cannot expel solely for this incident).	Parent contact Loss of privileges Community service Behavior contract Presentation related to infraction Referral to IDT Possible counseling referral Suspension (1 – 5 days) Expulsion
48900.2	Verbal sexual harassment: offensive comments, jokes or slurs, graphic verbal comments about an individual's body and graphic or verbal comments of a sexual nature. Grade 4 and up.	Parent contact Loss of privileges Community service Behavior contract Presentation related to infraction Referral to IDT Possible counseling referral Suspension (1 – 5 days) Expulsion
48900.3	Visual sexual harassment: offensive posters, cards, cartoons, writing, graffiti, drawings, objects, or gestures. Grade 4 and up.	Parent contact Loss of privileges Community service Behavior contract Presentation related to infraction Referral to IDT Possible counseling referral Suspension (1 – 5 days) Expulsion
48900.7	Terroristic threats: any statement, written or verbal, that is so unequivocal, unconditional, immediate, and specific as to convey to school staff to fear for his/her own safety.	Parent contact Referral to IDT Possible counseling referral Suspension (5 days) Expulsion
	Tardy	Parent conference Referral to IDT Possible counseling referral Notify the school district rep Use SARB process

Possible Consequences

- Verbal warning
- Written warning letter/parent contact (including informative and incident report)
- Community service (lunch, recess, and/or after school)
- Detention for amount of time wasted
- Presentation related to infraction
- Verbal or letter of apology
- Watch video related to infraction, including follow-up
- Parent conference
- Contact CHP officer
- Counseling – referred to IDT
- Suspension/expulsion
- Loss of privileges (non-academic related events)

MIDDLE SCHOOL & HIGH SCHOOL SEQUENTIAL DISCIPLINE

Consequences for Discrimination, Hate Behavior, Harassment, and Sexual Harassment

Infractions	Referral	Suspension from Major School Events*	Suspension from School	Police Notification	Suspension from Sports	Suspension from Club Office	Co-Curricular and Extra-Curricular Activities*	Preventive Behavior Intervention	Referral for Administrative Hearing
Level 1	See below*	Counts as one strike	Possible after 3 rd time	No	Possible	Possible	Warning	IDT referral	Possible
Level 2	Parent meeting; Counseling referral	Counts as one strike	1-5 days	Possible	Possible and/or removal from participation	Possible and/or removal from participation	Possible and/or removal from participation	IDT Referral	Yes
Level 3	No	No	5 days pending expulsion	Yes	Removal for remainder of year	Removal from office/position for remainder of year	Removal from participation	Suspension; pending Expulsion	Yes

*Consequences are determined based on results of investigations, prior offenses, and severity of misconduct.

1. Verbal warning/reprimand
2. Written warning/reprimand in student file
3. Detention for amount of days deemed appropriate
4. Behavior contract
5. Verbal and/or written apology to victim
6. Mandatory education & training on sexual harassment by means of reading assignments, videos, classes, or other presentations
7. Essay on the topic of inappropriate sexual conduct
8. Referral to Counseling Services for follow-up
9. Mandatory parent meeting
10. Involvement of police or other law enforcement authorities
11. Community service
12. Off-campus removal for number of days deemed appropriate
13. Loss of privileges and restriction for number of days deemed appropriate

Level 1:

Discrimination based upon: race, physical or mental characteristics, ethnicity, religion, culture, heritage/national origin, age, disability, gender, political affiliation, sexual orientation, or communication mode

Hate including: posting, destroying, taking down, or giving out hate-group books or flyers without authorization; using gang signs; making racist, sexist, or demeaning comments or jokes

Sexual harassment including: dirty language, propositions for sex, talking about sex, talking about genitals, sex taunting in view of others, commenting on someone's sexual orientation, making out or necking, lip kissing, using dirty language, talking about the sex act, sexually suggestive dancing or massages, offensive name calling that is sexually suggestive, degrading, sexual stereotypes, lack of respect for sexual orientation, making sexual remarks about an individual's clothing, wearing clothing with obscene or sexually explicit messages, playing music with explicit lyrics, unwanted sexual invitations or requests, touching of oneself, wedgies, and snapping

Level 2:

Discrimination: Level 1 - 2nd offense

Hate including: Level 1 - 2nd offense, hurting someone physically or emotionally, destroying property, threatening to hurt someone or destroy his or her property

Sexual harassment including: any unwanted touching or grabbing private parts of the body, "wedgies", hitting private parts, bra-snapping, fondling, unwanted hugging, unwanted kissing, groping, fondling, petting, flashing, pantsing, mooning, lewd or provocative physical displays, displays of pornographic or sexually offensive materials, displays of sexual devices, skirt flip-ups, touching, placing hands inside other's clothing, pressure for sexual favors, oral sex, indecent exposure, consensual sex between two minors, and consensual sex between two adults

Level 3:

Discrimination: Level 1 - 3rd offense

Hate: Level 1 – 3rd offense, or Level 2 – 2nd offense

Sexual Harassment including: threatening forced sex, sodomy, forcible sexual abuse, attempted rape, rape

Consequences for Sexual Behaviors

Infractions	Referral	Suspension from Major School Events*	Suspension from School	Police Notification	Suspension from Sports	Suspension from Club Office	Co-Curricular and Extra-Curricular Activities*	Preventive Behavior Intervention	Possible Referral for Administrative Hearing
Inappropriate Sexual Behavior ¹	See below*	Counts as one strike after 3 rd time	Possible after 3 rd time	No	Possible	Possible	Warning	3 rd time; IDT referral	Possible
Unacceptable Sexual Behavior ²	Parent meeting; Counseling Referral	Counts as one strike	1-5 days	Possible	Possible and/or removal from participation	Possible and/or removal from participation	Possible and/or removal from participation	IDT Referral	Yes
Illegal Sexual Behavior ³	No	No	5 days pending expulsion	Yes	Removal for remainder of year	Removal from office/position for rest of year	Removal from participation	Suspension; pending Expulsion	Yes

*Consequences are determined based on results of investigations, prior offenses, and severity of misconduct.

1. Verbal warning/reprimand
2. Written warning/reprimand in student file
3. Detention for amount of days deemed appropriate
4. Behavior contracts
5. Requirement of verbal and/or written apology to victim
6. Mandatory education & training on sexual harassment by means of reading assignments, videos, classes, or other presentations
7. Requiring a written paper on the topic of inappropriate sexual conduct
8. Notification to Counseling Services for the follow-up
9. Requiring parents to attend meeting with school
10. Involvement of police and other law enforcement authorities
11. Community Service
12. Off-campus removal for amount of days deemed appropriate
13. Loss of privileges and restriction to dorm for amount of days deemed appropriate
14. Parent(s) notification
15. Inappropriate sexual items will be confiscated

Level 1

Making out or necking, lip kissing, using dirty language, talking about genitals, talking about the sex act, sexually suggestive dancing or massages, offensive name calling that is sexually suggestive, degrading, sexual stereotypes, lack of respect for sexual orientation, making sexual remarks about an individual’s clothing, wearing clothing with obscene or sexually explicit messages, playing music with explicit lyrics, unwanted sexual invitations or requests, “wedgies”, snapping, and possession of pornographic or sexual materials/devices

Level 2

Groping, fondling, petting, touching of oneself, flashing, pantsing, mooning, lewd or provocative physical displays, displays of pornographic or sexually offensive materials, displays of sexual devices, threatening forced sex, skirt flip-ups, touching, placing hands inside an individual’s clothing, pressure for sexual favors, oral sex, indecent exposure, consensual sex between two minors, and consensual sex between two adults, hitting private parts

Level 3

Sodomy, forcible sexual abuse, attempted rape, rape

Consequences for Tobacco/Drugs/Alcohol

Infractions	Required Counseling w/ School Counselor	Suspension from School	Police Notification	Suspension from Sports	Suspension from Major School Events*	Suspension from Student Organizations and/or Clubs	Suspension from Co-Curricular and Extra-Curricular Activities**	Possible Referral for Administrative Hearing	Preventive Behavior Intervention
Using tobacco	Yes 6-8 sessions	Possible 1-3 days	No	1 game and/or Removal for remainder of season	Count as 1 strike	Possible and/or Removal for remainder of year	Possible and/or Removal from participation in current activity	Possible after 3 rd time	Possible
Possessing, providing, selling and/or using drugs or alcohol	6-8 sessions	3 – 5 days	Possible	Possible and/or Removal for remainder of season	Possible and/or Removal from participation	Possible and/or Removal for remainder of year	Possible and/or Removal from participation	Possible	Yes

*Consequences may be determined pending on result(s) of investigation, prior offense(s) and severity of incident.

Consequences for Rule Infractions

Infractions	Referral **	Suspension from Major School Events*	Suspension from School	Police Notification	Suspension from Sports	Suspension from Club Office	Co-Curricular and Extra-Curricular Activities*	Preventive Behavior Intervention	Possible Referral for Administrative Hearing
Tardy (15 min. or less)	Possible	Possible	1-3 days; Possible for repeating the course	Possible	Possible and/or Removal from participation	Possible and/or Removal from participation	Possible and/or Removal from participation	SARB/IDT referral	Possible
Cutting class (more than 15 min.)	Possible	Possible	1-5 days; Possible for repeating the course	Possible	Possible and/or Removal from participation	Possible and/or Removal from participation	Possible and/or Removal from participation	SARB/IDT referral	Possible
Disruptive Behavior and Confrontation Behavior	Possible	Possible	Possible	Possible	Possible and/or Removal from participation	Possible and/or Removal from participation	Possible and/or Removal from participation	Possible	Possible
Profanity directed toward a school employee	Possible	Possible	Possible	Possible	Possible and/or Removal from participation	Possible and/or Removal from participation	Possible and/or Removal from participation	IDT referral	No
Failing to attend assigned detention	Possible	Possible	Possible	No	Possible and/or Removal from participation	Possible and/or Removal from participation	Possible and/or Removal from participation	3 rd time: Behavior Plan	No
Defying the valid authority of school personnel	Possible; Counseling Referral	Possible	Possible	No	Possible and/or Removal from participation	Possible and/or Removal from participation	Possible and/or Removal from participation	3 rd time: Behavior Plan	3 rd time: Yes
Dress Code Violations	Possible	Possible	Possible	No	2 nd time: 1 game	No	Possible	IDT referral	Possible
Cheating and Plagiarism	Parent Meeting; zero grade on assignment	Possible	Class Suspension (1-2 days)	No	Possible and/or Removal from participation	Possible and/or Removal from participation	Possible and/or Removal from participation	IDT referral	No

Infractions	Referral **	Suspension from Major School Events*	Suspension from School	Police Notification	Suspension from Sports	Suspension from Club Office	Co-Curricular and Extra-Curricular Activities*	Preventive Behavior Intervention	Possible Referral for Administrative Hearing
Stealing and Possession of stolen property	Call parent; Restitution	Possible	Possible	Possible; Yes for above \$250	Possible and/or removal from participation	Possible and/or Removal from participation	Possible and/or Removal from participation	IDT referral	Possible
Minor Vandalism under \$250	Parent liable for cost; Student responsible when possible	Count as one strike	1 st time: NO 2 nd time: 1 to 3 days	No	Possible and/or Removal from participation	Possible and/or Removal from participation	Possible and/or Removal from participation	IDT referral	No
Major Vandalism over \$250	Parent liable for cost; Student responsible when possible	Counts as one strike	1 to 5 days	Yes	Removal for rest of season	Removal from office/position for remainder of year	Removal from participation	IDT referral	Possible
Assault, fighting, harassing, or threatening	Parent meeting; Counseling referral	Possible	1 to 5 days	Possible	Possible and/or Removal from participation	Possible and/or Removal from participation	Possible and/or Removal from participation	IDT referral	Possible
Possession or using weapons	No	No	5 days	Yes	Removal for rest of season	Removal from office/position for remainder of year	Removal from participation	No	Yes
Participation in gang-related activities	Call parent; Counseling referral	Possible	Possible 1 – 2 days	Possible	Possible and/or Removal from participation	Possible and/or Removal from participation	Possible and/or Removal from participation	Counseling referral	Possible
Paging & Electronic Devices (School and Dorm)	Confiscated 1 st time: one week 2 nd time: 2 weeks 3 rd time: 3 weeks and thereafter	No	No	No	No	No	No	No	No

Infractions	Referral **	Suspension from Major School Events*	Suspension from School	Police Notification	Suspension from Sports	Suspension from Club Office	Co-Curricular and Extra-Curricular Activities*	Preventive Behavior Intervention	Possible Referral for Administrative Hearing
Major Crimes; Extortion; Robbery; Arson	No	No	5 days	Yes	Possible and/or Removal from participation	Possible and/or Removal from participation	Possible and/or Removal from participation	No	Yes
Conspiracy to commit burglary; attempting to break-in; unauthorized access	Call parent or parent meeting	Counts as one strike	Possible	Possible	Possible and/or Removal from participation	Possible and/or Removal from participation	Possible and/or Removal from participation	IDT referral	Possible
False Fire Alarm	IDT/call parent Parent financially liable	Counts as one strike	1-3 days	Possible	Possible and/or Removal from participation	Possible and/or Removal from participation	Possible and/or Removal from participation	IDT referral	Possible
Possessing, providing, selling and/ or using prescription drugs, OTC medication, and vitamins	Confiscated and given to Health Services Staff. Nurse will contact parents.	2nd offense: counts as one strike	Possible	Possible	Possible and/or Removal from participation	Possible and/or Removal from participation	Possible and/or Removal from participation	IDT referral	No

*Consequences are determined based on results of investigations, prior offenses, and severity of misconduct.

**Parent meeting, after school detention, counseling referral, etc.