



# 2023-2024 SCHOOL POLICIES AND PROCEDURES

## **PARKING PERMIT**

Students who would like to park their car at school must obtain a parking permit. You must present your driver's license, registration and proof of insurance with student name. The school and the District are NOT responsible for lost or stolen items. The parking lot is private property and parking permits may be revoked for violations. Unpermitted vehicles may be towed.

## **BICYCLING, SKATEBOARDING, AND SCOOTERING**

You may bring them to school, however, not ride them on campus. They will be kept in a locked area and you must bring a lock to secure your bike/skateboard/scooter. The school and the District are NOT responsible for lost or stolen items.

## **DRESS CODE**

Dress which is "disruptive" to the educational process is not permitted. Footwear is required. Students should be neat and clean per Education Code 35183 and follow these guidelines. **The following are NOT permitted:**

- Clothing with alcohol, tobacco or drug promotions, slang, sexual reference, vulgar, sexist, racist sayings, gang insignia, or basically offensive.
- Clothing that could be construed as gang related (per Police Dept/Safe Schools). No long coats, pajamas, lounge wear or obvious bedroom slippers, including hats, hoods and bandanas.
- Accessories that could be used as a weapon, such as spiked wrist or ankle bands, safety pins, large spiked rings, lengthy chains, or long-hanging belts.
- Strapless, revealing garments, showing of midriff or stomach, tube tops, swimsuits and NO undergarments visible.
- Shorts and skirts that are inappropriate; also no men's tank undershirts.

- First offense: Warning, removal from class, change of clothing. Second offense: Parent call/Parent picks up items from Assistant Principal. Third offense: Suspension.
- No athletic team jerseys or numbers (i.e. Angels, Ducks, Raiders, Cowboys, etc.)
- No hats allowed on campus except for Alternative Ed school hats

*\*Upon district approval, schools may add additional, more specific dress requirements in order to maintain a safe learning environment.*

*\*Consistent with the general philosophy of this district, responsibility for the proper attire of all students attending classes in the Anaheim Union High School District rests with the parents/guardians.*

### **Ethics Policy**

Students of the AUHSD are subject to an Ethics Policy that addresses students who cheat on tests or plagiarize assignments. All tests, quizzes, reports, homework, other assignments and any school related tests are all subject to this policy. Cheating includes looking at another student's phone or paper or talking during an exam. Helping another student cheat on an exam, homework or other assignment is also a violation of the Ethics Policy if it has been made clear by the instructor that students are to work on their own and not collaborate.

The following action may be taken for violation of this policy.

- **First offense:** (1) Automatic "F" (Failure) on assignment or test. (2) Parent notification (3) Referral placed in student discipline file. (4) Student given a "U" in citizenship for the semester.
- **Second offense:** (1) Student given "WF" in class and "U" in citizenship and work habits in which the second offense occurred. (2) Student is on probation in all remaining classes through the rest of the school year. (3) Parent conference. (4) Student removed from any and all elected or appointed leadership positions for the remainder of the school year.
- **Third offense:** (The third offense by the student during the period of probation). (1) Student dropped from class in which violation occurs with a WF and "U" in citizenship and work habits. (2) Minimum 3 day suspension and parent conference. (3) Transfer to a different program.

### **Discipline Policy**

In developing self-discipline, students must assume an increased responsibility for their own behavior. They are expected to obey all rules and regulations developed by the school and District. When a student violates rules and/or regulations, the parents and all school personnel have a shared

responsibility in taking the necessary action to correct the student's behavior. Every reasonable effort shall be made to change a student's inappropriate behavior through alternative means, including restorative practices, before implementing more severe action such as suspension or expulsion. The guidelines describe what will be done in most cases; however, exceptions may require more severe action. The list below is not necessarily in any order. Violations may result in one or combination of the listed consequences. Continued violations of the same rule constitutes defiance and disrespect and could be subject to suspension.

#### **Alcohol/Drugs/Drug Paraphernalia**

Violation Education Code 48900. Any alcohol, drug or drug paraphernalia use, possession, or under the influence could result in a recommendation for expulsion; after a 5 day suspension. A police report will be filed for any possession. Alternative to suspension group sessions referral will be offered at the west site to students and parents.

#### **Weapons- Including guns, knives, brass knuckles, pepper spray, mace, Tasers, laser pens, soft-air pellet guns, or other personal protection items and fireworks.**

First offense: (1) Five day suspension from school, recommended expulsion and police called. Laser pens or firework - First offense: (1) suspension. (2) Second offense- referred for expulsion; police/fire called.

#### **Harassment/Hate Crimes/Bullying**

- (1) First offense: 3-5 day suspension from school depending on offense, possible expulsion, police report.
- (2) Second offense: Five day suspension from school; recommended expulsion, police involvement.

#### **Defiance/Disrespect**

- (1) First offense: Teacher handles/possible written paper on defiance/disrespect. (student reflection)
- (2) Second offense: Referral to administration/contact parent/teacher-parent-student conference, possible schedule change.
- (3) Third offense: Suspension, parent-student contract developed.

#### **Class Disturbance**

- (1) First offense: Teacher handles/possible written paper on class behavior.
- (2) Second offense: Referral to administration/contract/teacher-parent-student conference.
- (3) Third offense: Referral to administration, teacher-parent-student conference, suspension.

#### **Disrespect/Obscene Gesture toward Staff**

- (1) First offense: 1-3 day suspension/parent contact/parent-student-teacher conference.

### **Profanity in Classroom**

- (1) First offense: Teacher handles/possible written paper on proper speech/parent call. (2) Second offense: Referral/teacher-parent-student conference.

### **Fighting**

- (1) First offense: 1-5 day suspension off campus/parent conference Possible police report. (2) Second offense: Parent/Student conference, police report, referral to school placement committee. (3) Third offense: Counseling, suspension, possible expulsion, police report.

### **Theft**

- (1) First offense: 1-5 day off campus suspension. Possible police report.
- (2) Second offense: Possible expulsion, police report, restitution.
- (3) Third offense: Removal from school/alternate placement/parent conference/possible expulsion.

### **Suspected Property Damage**

- (1) First offense: Warning/parent conference/reimbursement for damages/police report based on damage. (2) Second offense: Parent conference/suspension/police report/reimbursement. (3) Third offense: Removal from school/police report/reimbursement/possible expulsion.

### **Tobacco**

Any smoking or tobacco products (including VAPE) on campus, in the parking lot, sidewalk, or within 100 feet of school is prohibited by law.

- (1) First offense: Warning/parent notified.
- (2) Second offense: 1-3 day suspension/parent contact/possible police involvement.
- (3) Possible alternate placement.

**Cell Phone Policy:** *Use of cell phones, earbuds and other personal electronic devices is strictly **not permitted** during instructional minutes in any classroom, unless determined safe and acceptable by individual classroom teachers. This policy will be enforced at the discretion of the classroom teacher. Abuse of classroom policy and/or district policy will result in consequences delineated in classroom **social contracts** with a follow up referral to administration.*