

Some General School Policies:

Agendas:

Every student is issued a free agenda at the beginning of the school year. All students must keep their agenda with them at all times to record homework assignments or record any information given by the teacher. Agendas should be completed daily and will be checked by the student's teacher. If a student loses his/her agenda, he/she will be required to purchase an agenda for \$5.00 at the office.

Electronic Devices:

Absolutely no electronic devices (cell phones, CD players, iPods, MP3 Players, etc.) are allowed on campus or during any school event. Faculty will send the electronic device to the office and only the parent of the student can pick up the electronic device from the office.

Tardies:

Students are allowed only one tardy warning per semester for first period only. The first tardy to first period is considered a warning. For all other periods, any student(s) who arrives to class after the tardy bell should be considered tardy.

1st period: All students who arrive tardy (after 8:12 a.m.) must report to the office for a pass.

2nd – 7th period: The classroom teacher will assign students to a **one day after school detention** on the 1st, 2nd, or 3rd tardy. However, once a student reaches their 4th (or more) tardy for that class, they should be referred to the administration for an alternative consequence (consecutive days of ISS and/or ASD).

Truancy:

According to U.S. laws, students are required to attend school every day, unless they are absent for an approved reason. In addition, when students miss just one class or just one day of school, they can fall behind in their work. Therefore, it is extremely important to be present everyday in school.

Any student who **is absent from a class without a pass/permission** is considered truant. The teacher(s) will inform the office.

If a student **arrives more than 15 minutes after the bell**, he/she is considered truant. His/her teacher will write an office referral.

*If a student has **seven unexcused absences**, parent contact will be conducted via the school automatic system and/or through our parent liaison/probation officer and will be referred to the **Yuma County Juvenile Justice Center** for truancy mediation and/or an appearance before the **presiding juvenile court judge**.

Conduct:

Our staff makes every effort to ensure all students learn in a safe and productive environment. We offer challenging instruction in a respectful manner that promotes high expectations and standards. It is also imperative that students agree to maintain a behavior that adheres to a safe and productive learning environment. To be successful, students must work to the best of their ability by arriving to school everyday with the necessary tools (agendas, pencils, paper, etc.) and a positive attitude.