This is a condensed version of Bella Vista’s rules and policies. More complete explanations can be found in the Student Planner which is available for purchase. It is also available online @ http://www.sanjuan.edu/BellaVista.cfm, where you can also find links to the "Parent Portal" (online daily grades, attendance, report cards and transcripts), the "BVNewsFlash" (weekly school newsletter with over 3,000 subscribers).

**STUDENT IDENTIFICATION CARD**
Every student receives a picture identification card free of charge. All students are required to have and to carry with them at school and all school activities a current Bella Vista ID card. ID cards are mandatory for checking out textbooks, library books, purchasing dance tickets, admission to school dances, and admission to detention. There is a replacement fee for lost or stolen ID cards.

**TEXTBOOKS**
Students must have a current Bella Vista Student ID for textbook checkout. Without the card, students cannot check out textbooks. Primary textbooks are checked out and returned in the library. Students are responsible for their books, no matter where they store them. If damaged, lost, or stolen the student must pay for the books before another textbook is issued. Class schedules and report cards are withheld pending the return or payment of textbooks. Students should report to the vice principals’ office theft or vandalism of texts. However, the school is not responsible for book thefts.

**GRADUATION**
Graduation recognizes seniors who have successfully completed the required course of study through attendance and completion of 220 units. SJUSD board policy states, “Seniors enrolled but not attending five classes will be denied participation in graduation ceremonies even though all other graduation requirements have been met. A senior placed on social probation anytime during the last 9 weeks of school may not participate in any school-related activity including the commencement ceremony.”

Seniors with too many periods of truancy “cuts” will not be allowed to participate in the commencement ceremony. The number of classes in which a student is enrolled not counting ROP multiplied by six is the number of cuts that disqualify a senior from participation in commencement. For example, 6 classes = 36 cuts; 5 classes = 30 cuts; 4 classes = 24 cuts.

**ATTENDANCE**
All absences must be cleared within 24 hours by a phone call from a parent/guardian. Parents will be notified by the auto dialer whenever a student is reported absent from one or more classes the previous day. Parents may clear absences using 971-5002, the 24-hour attendance line. If unaware of the absence, parents should call the Attendance Office at 971-5040 between 7:00 a.m. and 4:00 p.m. to speak to an attendance secretary. Absences not cleared within 5 school days automatically roll over to truancies. If there is another call the next day, the student has another uncleared absence. Parents can view attendance online and will be given password information. Once viewing the information online call the Attendance Office when the auto-dialer calls, even if you think it is in error. Single period absences need to be cleared as well as all day absences. The forms to make corrections are available for students in the Attendance Office. Teachers must verify that there was an error on their attendance sheets.

**OPEN PERIODS**
Every semester students who have open periods must get an Open Period Sticker from the Vice Principals’ Office. Students must carry their IDs with the open period sticker with them at all times. Students with Open periods must leave the campus immediately after their last class.

**ELECTRONIC DEVICES**
Students may use electronic devices during the morning break and lunch time only. All other times during the school day electronic devices must be turned off and be out of sight. Students in violation of this policy will be referred to administration for disciplinary action. To protect students’ privacy, the use of any photo-capable electronic device in a locker room at any time will result in suspension.

**DISTRICT-WIDE DRESS CODE**
The dress code is established to promote a positive, psychologically safe, and appropriate learning environment. Extremes in dress or clothing regarded as disruptive or a distraction from the learning environment is not permitted.

**PROHIBITED CLOTHING/ACCESSORIES**
- Clothing or accessories with pictures or messages that promote or symbolize the use of drugs, alcoholic beverages, or tobacco.
- Clothing that has messages that are sexually suggestive or promote violence or intolerance.
- Clothing or accessories considered by school officials or law enforcement to denote gang affiliation, cult affiliation, satanic reference, or any profane or racially offensive item.
- Pajamas or sleep wear.

**SPECIFIC CLOTHING RESTRICTIONS**
- Shoes must be worn at all times; house slippers may not be worn.
- Underwear may not be exposed.
- The torso must be covered; bare midriffs, backs, or cleavage must not be exposed.
- Strapless or spaghetti strap tops, muscle shirts, tube tops, or any excessively revealing clothing is not permitted; this includes backless tops and see-through clothing. Regular tank tops with 2” straps and a modest neckline are acceptable.
- Skirts and shorts must be longer than finger-tip length; swimsuits are not permitted.
- Sagging is not permitted. Belts may not hang from the waist. Shirt length must not extend below the wrist to hide sagging.

**SPECIFIC ACCESSORY RESTRICTIONS**
- Bandanas of any color are prohibited.
- Chains and spiked jewelry of any type are prohibited.

**VEHICLES, STUDENT PARKING AND DRIVING REGULATIONS**
Student parking and driving on campus are privileges and violations will result in disciplinary action and possible loss of on-campus parking and/or citation by law enforcement. Students may not go to the parking lot area once the school day has begun. The school and district are not responsible for theft of or damage to a student’s vehicle or theft of the contents inside the vehicle. Parking is on a first-come, first-served basis. If there is no legal parking available on campus, students must find legal parking off campus.

**GRAFFITI / VANDALISM**
Degrading, defacing or destroying school property is against the law. Students guilty of such acts will receive consequences to the full extent that the California Education Code, the Penal Codes and San Juan district policies allow, including, suspension, social probation and possible recommended expulsion, and a referral to law enforcement. Parents are responsible and financially liable for acts of vandalism by their student. The district may withhold a student’s grades, diploma and transcript until restitution for damages is made.

**PERSONAL PROPERTY**
The San Juan Unified School District is not responsible for the loss, through acts of vandalism or theft, of students’ personal property. This includes property stored in lockers or vehicles, left at school, or confiscated from students. If students bring personal property to school, they do so at their own risk.

**TARDIES**
Students are expected to be in the classroom and ready for instruction when the final bell rings. A student is tardy when arriving up to 30 minutes late. Students need to sign the classroom’s tardy log to confirm their presence. Students who are more than 30 minutes late are absent and must get a pass from the attendance office to enter class. Teachers may assign consequences after the first tardy that may include the following: lowered citizenship grade, after-school detention, call/email parents/guardians.

On the 6th and subsequent tardies, teachers will refer the student to the vice principal for discipline. Students who continue to be tardy will receive more severe disciplinary consequences. Completing the assigned discipline does not erase tardies. The tardy policy is in effect on a semester basis.

**EARLY DISMISSEALS**
To leave campus anytime during the day for any reason, a student must have an Early Dismissal (ED). A student must bring a parent/guardian note to the Attendance Office before 8:00am. A student with an ED returning to school the same day must report to the Attendance Office upon return. “After the fact” parent permission is not legally permissible. A student who leaves school without an ED is truant and in violation of the closed campus policy.

**FIGHTING**
A fight is physically striking another person. Any student who gets into a second fight in any two year period will have the following consequences:
- 5-day home suspension, involuntary transfer to another school, and social probation at new school.

In order to prevent a second fight from happening, students engaging in their first fight will receive the following consequences and interventions:
- 3-day home suspension, social probation, warning letter from the principal, referral to conflict management, and parent conference.

Promoting a fight is a disruption of school activities and will result in a home suspension.

**DRUGS-ALCOHOL-CONTROLLED SUBSTANCE PARAPHERNALIA**
Bella Vista High School will enforce the law and school district policies concerning drugs, alcohol and drug paraphernalia to the fullest extent. Any student who sells or otherwise furnishes, or is in possession for sale of any controlled substance, an alcoholic beverage or an intoxicant of any kind, will be suspended, recommended for expulsion and subject to arrest. Any student, who is in possession of, has consumed or used alcohol or a controlled substance, before or during a school function, will receive a five day suspension and be placed on social probation for a minimum of 30 calendar days. Schools are tobacco and drug-free zones.