NEW SAN JUAN HIGH SCHOOL
Student Learning and Behavior Expectations

New San Juan High School is a community that provides an environment so that all students have an opportunity to engage in meaningful learning. Students are expected to treat everyone with respect and engage in behavior that supports learning by following the Spartan Way.

The Spartan Way

1. **Set a Positive Example**
2. **Prepare Yourself for the Future**
3. **Arrive on Time**
4. **Respect Yourself and Others**
5. **Take Appropriate Risks**
6. **Assume Responsibility for Your Actions**
7. **Never Quit**

Students engaging in behavior that does not support learning may receive one or more consequences listed below:

1. **Staff/Parent/Student Conference**
2. **Detention**
3. **Class Suspension**
4. **Social Probation**
5. **Saturday School**
6. **Home Suspension**
7. **Alternative consequence agreed to by Staff/Parent/Student**

**Closed Campus:**
All schools in the San Juan Unified School District are closed campus. Once a student arrives on campus, students must stay on campus until the last period of the day, unless the student has an early dismissal.

**Hall Passes:**
Students must be in possession of a signed hall pass when out of class. All students will use their planner as a hall pass.

**Electronic Devices:**
- Electronic devices such as cell phones and music devices are **highly discouraged** from being brought to school.
- Students choosing to bring devices must keep them out of sight and inaudible during class time, unless specifically authorized by teacher.
- **NEW SAN JUAN HIGH SCHOOL IS NOT RESPONSIBLE FOR LOST OR STOLEN ELECTRONIC DEVICES.** Students that bring electronic devices to school do so at their own risk. New San Juan staff will not investigate stolen electronic devices.

**Skateboards/Scooters:**
Skateboards and scooters must be out of sight during school hours. Skateboards/scooters will be confiscated if they are out during school hours.
Slurs:
Slurs of any type (racial, ethnic, sexual, religious, handicapped, etc.) are prohibited at all times.

Defiance of Authority:
Students are expected to comply with all reasonable requests or directives by any and all school personnel to follow school and classroom rules.

Disruption of School:
Any conduct that disrupts the instructional process or normal operations of the school day is not acceptable.

Profanity:
Students are to avoid the use of profane language. Profanity directed at individuals or in loud display will automatically result in home suspension.

Academic Dishonesty:
Students are expected to do their own work at all times. Examples of academic dishonesty include plagiarism (copying the work of another and representing it as your own) and cheating. Engaging in academic dishonesty will automatically result in a zero on the assignment for all parties involved. Additional consequences may be given.

Forgery:
Any communications with the school that are forged or falsified will result in disciplinary action. All notes excusing absences or requesting an early dismissal must be signed by the parent or legal guardian and may be verified by phone contact with parents or guardian.

Failure to Serve Detention:
Detention is assigned for minor infractions of classroom or school policy. Arriving late to detention or otherwise failing to serve detention will result in additional consequences.

Failure to Serve Saturday School:
Saturday school is assigned by administrators for major infractions of classroom or school policy. Arriving late to Saturday School or otherwise failing to serve Saturday School will result in additional disciplinary action.

The following offenses will automatically result in home suspension: *Seniors that engage in any of the below behavior will not participate in Commencement Ceremonies

Drugs, Tobacco, and Alcohol:
Drugs, tobacco, and alcohol are not permitted, on or around campus. This includes but is not limited to the front of the school, sidewalks, and businesses along Greenback Lane, Mariposa, field area, and the stadium. Use of drugs, tobacco, and alcohol will result in consequences such as, but not limited to, suspension, social probation, and referral to law enforcement.

Fighting/Physical Contact:
New San Juan High School is a safe environment and will not tolerate physical altercations. All students involved in a physical altercation will be suspended and may be referred to law enforcement. Students that watch a physical altercation will also be subject to disciplinary action.
**Weapons:**
Students who bring guns, knives, or replicas or dangerous objects to school or school activities will receive a five (5) day suspension, recommendation for expulsion, and referral to law enforcement. This includes imitation weapons/knives.

**Theft/Receiving Stolen Property:**
Students will be suspended for stealing other students’, staff, or school property, or for being in possession of stolen property. Restitution will be required for all stolen or damaged property. A referral to law enforcement and recommendation for expulsion may result.

**Vandalism:**
All students and staff are encouraged to treat the facilities with respect and help in maintaining a clean environment. Parents/guardians will be responsible for paying for any damages done to school facilities or grounds by their child.

**Harassment:**
Harassment (racial, ethnic, sexual, religious, and handicapped, etc.) of any kind will not be tolerated. Students will be suspended for harassment, may be recommended for expulsion, and will be referred to law enforcement.

**Search of Student Possessions:**
NSJHS reserves the right to examine and/or search all student possessions, including contents in cell phones and lockers when a school official has reasonable cause to believe that the student may be in possession of anything illegal, threatening, or dangerous.

**Definitions:**

**Saturday School:** Saturday School is an alternative to home suspension. Students are assigned Saturday School by an administrator for minor disruptive behavior or attendance related infractions (multiple tardies, truancies). A student assigned Saturday School detention signs a document acknowledging the detention and the rules regarding Saturday School. Specifically:

1) Saturday School begins promptly at 8:00 AM. No student is admitted to the detention room after 8:00 AM.
2) Student assigned Saturday School must bring homework or a book to read. Newspapers, cell phones, and mp3 players are not allowed.
3) Saturday detention ends at 11:30 AM.
4) A student who fails to serve Saturday School will be assigned a consequence for not serving the Saturday School.

**Suspension:** Suspension is the temporary removal of a pupil from school for disciplinary reasons. While on suspension the student is not to attend or participate in school activities. A student who accumulates 15 days of suspensions will be referred to Central Review for placement in an alternative educational program. Students that are suspended will automatically be placed on social probation. Students may not participate in extracurricular activities, including athletic events while on suspension.

**Social Probation:** Students who do not attend school regularly and/or follow school rules may be denied the privilege of attending or participating in extracurricular activities, including the Commencement Ceremony.
Students will be assigned 15 day, 30 day, or 45 days of social probation depending on infraction. Students that violate social probation contract will receive additional consequences.

**Expulsion:** A student who is expelled may not attend any school or alternative instructional program within the San Juan Unified School District for the duration of the expulsion.

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**Student's Rights and Responsibilities**

**Student Responsibilities:**
San Juan staff members believe a positive school climate motivates students to reach their potential. The use of self-discipline provides the student training and experience to develop into a responsible member of the larger community and society in general. In setting up rules for a positive school environment, the staff makes every effort to make reasonable requests based on the need for individual safety. Students are expected to follow all school and District policies. In addition to our obligation to comply with general school rules, students should understand that they have the same obligation to each classroom teacher. Students are expected to attend class daily, be respectful to all staff and fellow students, and put 100% effort into their learning experience.

**Student Rights:**
Students have rights, as do all citizens, under the Constitution, as well as State Law and District policy. Their rights include:

a. The right to be heard. Students are encouraged to voice constructive criticism through Student Government, student advisory committees, teachers, counselors, administrators, and any other channels of communication as long as that process does not substantially disrupt the orderly operation of the school (California Education Code 48916, San Juan Unified School District Policy 5137 and San Juan Unified School District Policy 5161).

b. The right to an education in a safe, clean environment (San Juan School District Policy 3621).

c. The right to full use of class time for receiving instruction and for learning.

d. The right to fair, consistent and respectful treatment by staff members and other students.

e. The right to a hearing before a penalty is imposed. When a student has been referred for some wrongdoing, that student will be afforded the opportunity to offer his/her version of the incident to school authorities (San Juan unified School District Policy 5161).

f. The right to seek redress of grievances through the District grievance procedure (San Juan School District Policy 5161). Should you believe that a violation of laws, policies, or procedures has infringed on your legal rights, there are two avenues by which to seek redress. To seek redress of the grievance first discuss the problem with the principal, and then file a written grievance with the principal, if necessary. The time limit for filing a grievance shall be no later than ten (10) days after discovery of the alleged violation.

Normally, an academic or citizenship grade cannot be grieved since Education Code 1073 states that no one other than the teacher can change a grade, academic or citizenship. However, a student may file a grievance if the student believes that the process of arriving at the grade has involved mistake, fraud, bad faith, or incompetency. Forms for grievance are available from the Principal. Details of these grievance procedures are available in the Main Office.
Uniform Complaint Procedures

(District Policy 1312.3) The District has established Uniform Complaint Procedures (as required by Title 5 of the California Code of Regulations). The Uniform Complaint Procedures have been adopted to ensure that the District complies with State and Federal laws or regulations governing educational programs. Allegations of unlawful discrimination, including harassment, may be based on race, color, national origin, religion, sex, age, sexual orientation, ancestry, ethnicity, gender, physical or mental disability, or sexual harassment. The District’s Uniform Complaint Procedures contain appeal and review procedures and advise interested parties of civil law remedies. The District’s assistant general counsel, Linda C. T. Simlick, has been designated as the Title IX Coordinator/Compliance Officer at 971-7110. The District prohibits retaliation against any participant in the complaint process. Each complaint shall be investigated promptly and in a way that respects the privacy of all parties concerned. For more information for resolving complaints, contact the District’s Coordinator/Compliance Office at 971-7110. If a person believes that he or she has been subjected to retaliation or harassment, he/she may file a separate complaint under the Uniform Complaint Procedures.

Dress Standards

District-Wide High School Dress Code

The District-wide high school dress code applies to all schools. Any school may have additional restrictions to meet the needs of the school.

Violation of the dress code will result in disciplinary action. 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 are not permitted.

I. 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.
- 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.

II 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.
- Shirts/tops must have sleeves. Strapless or spaghetti strap tops, muscle shirts, tank tops, tube tops, or any excessively revealing clothing is not permitted; this includes backless and see-through clothing.
- Skirts must be of moderate length; shorts and cut-offs must have a three inch inseam; swim suits and running shorts are not permitted.
- Sagging is not permitted. Belts may not hang from the waist.

III Specific Accessory Restrictions

- Bandanas of any color, hairnets, headbands, and wave caps are prohibited.
- Chains and spiked jewelry of any type are prohibited.
IV  Specific San Juan High School Restrictions and Hat Policy

- Students may not wear hats in classrooms or offices at any time.
- Do-rags, wave caps, hairnets, skull caps, bandanas, and hoods are not to be worn on campus at any time.
- Hats may not be personalized or altered in anyway, including the use of lettering (i.e., Old English lettering) or numbers.
- Hats considered by school officials and/or law enforcement to denote gang affiliation, cult affiliation, satanic reference, or any profane or racially offensive messages are not allowed.
- Hats with pictures, numbers or letters, or messages that promote or symbolize the use of drugs, alcoholic beverages, or tobacco, or which promote violence or are sexually suggestive may not be worn.
- Earmuffs are allowed outside only.
- No spiked accessories of any sort may be worn or brought to school.

Student/Parents Advisement of School & District Policies
School and District guidelines governing student behavior are set by San Juan Board Policy 5144 and California Education Code 48900. Any infraction of District rules while on school grounds, coming to or going from school, at a school sponsored activity, or while going to or coming from a school sponsored activity, will result in disciplinary action. San Juan Unified School District guidelines governing student behavior can be found on New San Juan High School's website. A copy of the district guidelines can also be obtained in the Vice Principal’s office.

Attendance

Regular attendance is of prime importance to student success. Irregular attendance often results in students failing to meet minimum graduation requirements.

Reporting Absences:

Absences must be cleared within 5 school days or they are marked as truancies. **To report or clear absences call 971-5147 (24 hours)** or if you wish to speak to the attendance secretary, call 971-5148. It is the responsibility of the student and the parent to monitor the student’s attendance records for accuracy. Students and parents can also check attendance on Zangle Parent Portal.

Truancies and Tardies:
Students miss valuable learning opportunities when a portion of a class or an entire class is missed. Students with four or more truancies will be seen by administration at 6, 12, and 18 weeks each semester. Please remember that truancies are accumulated throughout the year.

A student who arrives at school between 7:45 am – 8:00 am should go directly to class.

A student who arrives at school after 8:00 am should go directly to the attendance office to get a late slip. Student will not be allowed to enter class after this point without the late slip.
Tardies (per Semester):
- 3 Weeks – 4+ tardies = Warning
- 6 Weeks – 8+ tardies = Detention
- 9 Weeks – 12+ tardies = Social Probation (15 days) and a Saturday School

Tardies reset beginning of each 9-week period

**SENIORS who accumulate 24 periods of cuts will not participate in commencement ceremonies. This includes cuts verified by a parent/guardian (indicated by “C” code in Zangle) AND absences that were not cleared within 5 days of absence (indicated by “Y” code in Zangle)**

**Early Dismissals:**
Every effort should be made to schedule appointments and other personal activities outside of school hours. If it can’t be avoided, an early dismissal may be obtained from the Attendance Office with a note or phone call from a parent. If a student becomes ill while at school, he/she should report to the Attendance Office. Students that leave campus without a verified early dismissal will receive disciplinary action.

**Commencement Participation Requirements**

In order to participate in commencement ceremonies, students must:
- Fulfill credit requirements
- Have fewer than 24 periods of truancies
- Not be on social probation at the time of commencement ceremony
- Have refrained from engaging in behavior that resulted in home suspension.