



# EL MODENA HIGH SCHOOL

## BEHAVIOR EXPECTATIONS

All school rules are in effect while students are on campus during the school day (7:00 a.m. – 4:00 p.m.), during school-sponsored activities, and on the way to and returning from school and school-sponsored activities.

## DRESS CODE

Students must dress in a manner that upholds the educational environment of El Modena High School and fosters an environment that is safe and free from disruption. Students may not wear clothing or jewelry that is considered unsafe, contains offensive/obscene language and/or symbols, promoting violence, sex, drugs, alcohol or tobacco. Examples of specific clothing not allowed: clothes that expose undergarments, short shorts, clothes that expose the midriff, are tight and/or revealing, or are gang related. Refer to specific classroom policies regarding beanies, hats and hoodies. Failure to follow the guidelines may result in a detention; repeat offenses may result in a Saturday school.

## TARDY POLICY

Promptness is an important component of personal success and good character. Furthermore, it demonstrates respect for others. Tardiness disrupts the learning process and infringes upon the rights of those who are prompt to class. All tardies are cumulative and are not based on individual class periods.

### Consequences:

Tardies 1 thru 3: Warning

Tardies 4 thru 7: 1 hour detention

Tardy 8 – 10: 2 hour detention

Tardy 11 or more: Administrative Action (This could include but not limited to Saturday School, Parent Attendance at School, Behavior Contract, In-House Suspension, 5<sup>th</sup> Period Tutorial)

## PARKING

Parking is by permit only. Any car parked without an El Modena permit may be ticketed and/or towed. Student must satisfy several qualifications before a permit will be issued. El Modena administration reserves the right to revoke the parking privilege at any time without refund to the student. Students who obtain over 5 detentions may lose their permit until their detentions are made up. Any student who is caught parking in the staff lot will forfeit the right to park in the student lot.

## ATTENDANCE PROCEDURES

### **Returning from an Absence:**

- Parents call the attendance office at 997-6110 for English or 628-5642 for Spanish on the day of the absence and provide the length and reason for the absence or
- The student can bring a note on the day of return to the attendance window with the following information: Student's full name, current date, specific reason for the absence, date(s) of the absence and a signature of parent/guardian with contact phone number.
- If the student's absence is not cleared within three days of returning to school, the absence will be considered a truancy and a Saturday School will be assigned.

### **Leaving Early:**

- Students MUST bring a note to the Attendance Office to pick up an off campus pass.
- Students who leave campus without checking out at the Attendance Office will be considered truant and receive disciplinary action.

### **Getting Sick at School:**

- Students must go directly to the Health Office. The Health Clerk will call your parent/guardian. Students should not go to the restroom first or to the attendance office. Students will be released to their guardian from the health office.

### **Truancy:**

- Students will be assigned detention for individual period truanies. Habitual truants will result in a parent meeting and possible attendance contract. Continued truanies will be referred to the District School's Attendance Review Board held at the Orange Police Department.

## CAMPUS BOUNDARIES

El Modena High School is a closed campus. Students may not leave campus without first checking out with the attendance office. Students who leave campus will be subjected to progressive discipline. During Nutrition and lunch, students must remain in the quad, grassy areas, or the basketball /handball courts. The pool, tennis courts, locker rooms, softball/baseball/football fields, second floors, and parking lots are off limits during these times. Detentions will be assigned if the student is found off limits/out of bounds.

## DISCIPLINE INTERVENTIONS

In an effort to correct problem behavior, El Modena has established the following interventions:

**AFTER SCHOOL DETENTIONS** – served in room 422 from **3:06PM – 4:00PM**. Detentions may be assigned whenever a student fails to comply with the school rules.

**SATURDAY SCHOOL** - Saturday school is served in Room 422 from **8:00AM to 12:00 noon**. Students may also serve their detentions in Saturday school. Students attending Saturday school must bring their ID cards and something to work on.

### 5<sup>th</sup> PERIOD DETENTION TUTORIAL

Students are assigned a 5<sup>th</sup> period detention tutorial for failure to serve detentions or Saturday school, or as assigned by an administrator. Students must serve 20 days of 5<sup>th</sup> period with other disciplinary or attendance infractions to be released from 5<sup>th</sup> period.

## LOCKERS

- Lockers will be assigned to all students pending availability
- El Modena will sell locks for \$7.
- Students may not share or change lockers
- As property of El Modena High School, school lockers may be opened by the school or district at any time deemed necessary by the administration. If necessary, the student's lock will be cut off.
- Lockers must be cleaned out by the last day of school or when the student checks out midyear. Any items left in the locker after the last day of school will be considered unwanted and disposed of.
- Lockers are used at student's own risk; the school or district is not responsible for loss, theft, or damage of property contained in school lockers.

## **DRUGS/ALCOHOL/WEAPONS**

The possession, use or sale of alcohol, drugs, cigarettes, drug paraphernalia or weapons is not permitted on school grounds at any time, coming to and from school, or at off-campus events sponsored by the school. Any drug or alcohol offense or possession of a weapon is subject to suspension, possible placement at another high school or expulsion.

## **HARASSMENT**

Students have the right to learn in an environment that is safe and free from harassment. Physical, mental, sexual harassment as well as cyber bullying will not be tolerated.

## **BIKES, SCOOTERS, SKATEBOARDS**

Riding of bikes, scooters and skateboards is prohibited on campus. During instructional time all bikes, scooters, or skateboards must be stored at the bike rack or on the skateboard racks.

The first time an item is ridden on campus, a warning will be given. The second time it is brought to the discipline office it will be locked up at the racks or the student will need to serve a detention or Saturday School prior to the item being returned.

## **STUDENT I.D.**

Students are expected to have their I.D. on them at all times and should be able to present it if a staff member asks them for it. Failure to have their I.D. with them will result in a warning followed by detentions. Students are encouraged to wear it around their neck on a lanyard.

## **THEFT / VANDALISM**

El Modena is not responsible for any personal belongings that are **LOST, STOLEN OR DAMAGED**. Students are advised not to bring their valuables to school. If an item is lost / stolen / damaged, a student/parent may fill out a Lost/Stolen/Damaged Report form located in Room 402.

## ELECTRONIC DEVICE POLICY

In line with current law, El Modena HS has established the following rules regarding student possession/use of electronic signaling devices, including cell phones during school hours (7:00 – 4:00) on campus:

- Electronic devices MAY be used before school, at nutrition, at lunch, after school or during passing periods.
- Unless otherwise specified by the teacher, students may NOT use electronic devices during instructional time, which includes in the classroom, in detention, in the office, in assemblies, or in locations such as the Library or Computer Lab.
- Any student who violates this policy will be subject to consequences. School Administration has the right to confiscate the electronic device and require parent pick up.

**El Modena is not responsible for any lost / stolen / damaged personal belongings. Students are advised not to bring their valuables to school. If an item is lost, stolen, or damaged, a student may fill out a Lost/Stolen/Damaged Report form located in Room 402.**

## DANCE RULES and GUEST PASSES

- Students must have no more than 4 detentions to attend a dance.
- Students must have a picture I.D. to enter a dance.
- All School rules apply and any violation for these rules will result in student being removed from the dance. Students suspected of being under the influence will be tested using a Breathalyzer.

### **GUESTS**

- Students who have 0 detentions may bring a guest from another school but must have a guest pass filled out and approved by administration before purchasing tickets.
- All School Rules apply to guests and the guest must have a picture I.D.
- All guests must be under the age of 21 due to insurance restrictions.

# ACADEMIC HONESTY POLICY

**A less serious infraction** occurs if a student:

- looks on another student’s paper or talks during examinations
- helps another student cheat
- uses unauthorized notes during an examination or assignment
- copies another student’s homework or classwork or plagiarism involving limited test

Consequences for a less serious infraction on the first occurrence will include:

- immediate notification of parent by the teacher
- an automatic “0” (zero) assigned on the assignment or test
- a referral for discipline file and a “U” (unsatisfactory) in citizenship for the quarter

For a second occurrence of a less serious infraction the student will receive a more serious consequence.

**A more serious infraction** occurs if a student:

- repeats a less serious infraction
- cheats on an examination or assignment by preconceived acts such as stealing an examination or plagiarism
- furnishes an examination or answers from an earlier class period to students taking the exam at a different time
- conspires to cheat on an examination or helps other students cheat on an examination or an assignment, or changes a grade on any academic record

Consequences for a more serious infraction on the first occurrence will include:

- referral to the discipline file
- parent conference with assistant principal and teacher
- withdrawal with an “F/U” grade penalty from any class in which the offense occurs
- student placed on discipline contract for academic honesty in all classes
- STUDENT REMOVED FROM ALL ELECTED OR APPOINTED LEADERSHIP POSITIONS.

For a second occurrence of a more serious infraction the student will be transferred to another high school if the offense happens within the same school year.

## Academic Honesty Contract Signatures

My signature below indicates that:

1. I understand what behaviors constitute academic dishonesty
2. I understand the consequences of committing an act of academic dishonesty

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Student Signature

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Date

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Parent/Guardian Signature

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Date