



# **Carlsbad High School Student Handbook**

**2018-2019**

***Lancer Today, Leader Tomorrow***

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Carlsbad, California 92008  
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[Table of Contents](#)

**carlsbadhs.schoolloop.com**

*Carlsbad High School engages all students and staff to promote successful learning in all curricular areas. Students, staff and the larger community work together to develop an environment that celebrates tradition, acceptance, respect, and diversity. We lead students to become life-long learners and contributing citizens.*

## **Alma Mater**

We will stand as Loyal Lancers Always brave and true;  
Through the years we'll keep our glory, And our spirit too!  
Carlsbad forever dear To thee our hearts belong;  
We will sing our Alma Mater, Lancers, HAIL TO YOU!

[Table of Contents](#)

## **Table of Contents**

*Click on the links below to go directly to the section.*

[Alma Mater](#)

[Educational Expectations](#)

[School-Wide Learning Outcomes](#)

[Graduation Requirements](#)

[College Admission Requirements](#)

[Naviance](#)

[Community College Admission Requirements](#)

[Courses Required for Graduation and University Admission](#)

[UC/CSU “A – G” Course List](#)

[Scholastic Information](#)

[Grades](#)

[Standard Grading Scale:](#)

[Failure Notices](#)

[Withdrawal/Fail Policy](#)

[Final Exams](#)

[AP Exams](#)

[Standardized Testing](#)

[Grade Level Classification](#)

[School Loop](#)

[Honors Graduates](#)

[Transcripts](#)

[Valedictorian/Salutatorian](#)

[Important Test Dates](#)

## Guidance Services

Scholarships

School Code

Student Information Changes

Checking Out of School

Permanent Records

## Extra Curricular Activities

Athletics

Fall

Winter

Spring

Eligibility Requirements

Other Athletic and Activities Information

## Student Activities

New Clubs/Organizations at CHS

Student Activities/Organizations

Dance Policy

I.D. Cards

## Student Life

Aeries Parent Portal

Cafeteria

Free/Reduced Price Lunch

Library Media Center

Textbooks

Student Parking

Student Unloading Area

[Work Permits](#)

[Health Services](#)

[Immunization](#)

[Medications](#)

[Insurance](#)

[Attendance](#)

[To Excuse an Absence](#)

[To have a Student Leave Campus](#)

[Closed Campus](#)

[Excused Absences](#)

[Absences and School Activities/Athletics](#)

[Student Expectations](#)

[Conduct Code](#)

[Student Rights](#)

[Student Responsibilities](#)

[Expected Behavior](#)

[Unacceptable Behavior](#)

[Student Exercise of Free Expression](#)

[Discipline](#)

[Dress Code](#)

[Tardy Policy](#)

[Academic Honesty Policy](#)

[Cheating on Exams](#)

[Plagiarism in Papers and Assignments](#)

[Other](#)

[Consequences for Academic Dishonesty:](#)

[Table of Contents](#)

[Sexual Harassment & Title IX Policy](#)

[Definition](#)

[Board Policy](#)

[Acceptable Use Agreement](#)

[Technology and Telecommunications Resources](#)

[Table of Contents](#)

## Educational Expectations

In order to provide the highest possible quality educational program, parents, students, and educators equally share the responsibility for guaranteeing that each student will be a productive member of society who is prepared for career and continuing education. To accomplish this, we agree to commit to the following:

**Staff**—We understand the importance of the learning process for every student, and we accept our role as educators and role models. Therefore, we agree to carry out the following responsibilities to the best of our ability:

- Teach standards-based curriculum, skills, and concepts
- Address the individual needs of each student
- Communicate with students and parents about progress
- Provide a safe, positive, and healthy learning environment for all students
- Correct and return work in a timely manner
- Communicate homework, class work, and grading expectations
- Communicate discipline, attendance, and tardy expectations
- Demonstrate honesty & integrity

**Students**—I understand that my education is important. I am responsible for my own success, or lack of success. Therefore, I agree to carry out the following responsibilities to the best of my ability:

- Attend every class, every day, on time, unless excused by parent/guardian
- Take my graded work home to my parent(s)
- Submit completed classwork and homework on time
- Act in a responsible manner, and take responsibility for my actions
- Learn cooperatively with my peers
- Ask for help when needed
- Come to school prepared
- Demonstrate honesty & integrity

**Parents**—I understand that my participation in my student's education will help his/her achievement and attitude. Therefore, I will continue to carry out the following responsibilities to the best of my ability:

- Ensure my child attends school every day, on time
- Encourage my child to complete homework & study for tests
- Review all school communications
- Attend school events (Back to School Night, Parent-Teacher conferences) etc.
- Provide a quiet place and time for homework
- Make sure my child gets adequate sleep and has a healthy diet
- Support the school and district homework, discipline, and attendance policies
- Demonstrate honesty & integrity

## **School-Wide Learning Outcomes**

**Carlsbad High School students will be:**

**Effective communicators who:**

- Possess reading and comprehension skills and can effectively communicate ideas, opinions and information in writing.
- Demonstrate proficiency in public and interpersonal communication skills, including speaking and listening.
- Work effectively and collaboratively with other members of a team or group.

**Complex thinkers who:**

- Possess math, logic and reasoning skills and are able to apply those skills in a variety of contexts.
- Engage in high-level critical thinking and reasoning, think creatively, make decisions and solve problems.

**Responsible citizens who:**

- Act honestly, ethically and responsibly toward themselves and others.
- Practice good nutrition and fitness and avoid high-risk behaviors.
- Demonstrate that they have multi-cultural understanding and can function effectively in a diverse society.
- Practically apply knowledge and reasoning through community service.

**Life-long learners who:**

- Possess the essential knowledge and skills of self-management and effective work habits.
- Access, process and utilize information using computers and other technological tools.
- Demonstrate attitudes, skills, and knowledge necessary to successfully transition to their post high school academic and career plans.



## Graduation Requirements

The Carlsbad Unified School District Board of Trustees authorizes the granting of a high school diploma to any pupil who has completed all graduation requirements **before the date of graduation**. A student must earn **230 credits** in order to graduate from Carlsbad High School. Each course is worth five credits per semester. The graduation requirements include:

- Achieving a total grade point average of 1.5 or higher on a 4.0 scale
- Completing 20 hours of community service
- Completing the Courses Required for Graduation during grades 9 through 12 as listed.

A transcript is a student's official high school academic record containing courses taken, semester grades, credits earned, grade point averages and other relevant information.

**Honor Graduates** – Students with a 3.65 or better weighted academic grade point average (GPA) for seven semesters will be granted honors at graduation. All students wear Purple Robes at graduation.

## College Admission Requirements

Students planning to go directly to a four-year college or university must meet that school's admission requirements. Subject admission requirements for the University of California and the California State University systems (known as the "a-g requirements") are outlined. These subject requirements serve our students well no matter where they plan to apply to college. Specific CHS courses that satisfy "a-g" requirements are listed by subject area. Students interested in out-of-state public and private colleges and universities should contact those schools early in their high school career to ensure they are taking the necessary courses. Please note that students must pass with a grade of "C" or better any courses taken in fulfillment of college admission requirements. Although "D" grades are considered passing for purposes of graduation, they are NOT considered passing by colleges and universities.

## Naviance

**Naviance** is a comprehensive, internet-based, college and career readiness tool. Through **Naviance**, students can build an electronic portfolio that includes career exploration and planning, college planning (including four-year and two-year colleges as well as technical/trade schools), and high school course planning. For four-year college-bound students, **Naviance** serves as an organizational and management system for the college application process, from searching for colleges to requesting letters of recommendation to tracking applications. **Naviance** also contains links to valuable information about SAT and ACT testing and preparation and scholarships and other financial aid. Parents and guardians can use **Naviance** to review and discuss their student's college and career readiness portfolio. Ultimately, **Naviance** will become the primary vehicle by which counselors communicate with CHS students and parents.

In addition to **Naviance**, the CHS website, [carlsbadhs.schoolloop.com](http://carlsbadhs.schoolloop.com), under the Guidance tab lists more resources related to college search, financial aid, scholarships and SAT and ACT testing and preparation. Also, the websites of specific colleges and universities, community colleges and technical/trade schools contain important information.

## Community College Admission Requirements

Admission to community college requires any **one** of these: 1) high school graduate; 2) a person 18 years of age or older; 3) "concurrently enrolled" high school students or 4) special admission with a CHSPE or the GED. Applications to Mira Costa College ([www.miracosta.edu](http://www.miracosta.edu)), Palomar College ([www.palomar.edu](http://www.palomar.edu)) and other community colleges are available online. There is no application fee. All students enrolling in community college or high school students taking an English or math course **MUST** take English and math placement tests, which are administered at no cost. SAT or ACT testing is not required for admission. While in high school, students should prepare for community college by completing the "a-g" subject requirements of the UC's and CSU's.

For students planning to transfer to a four-year college, the community colleges offer a full range of lower-division general education courses and counselors who will help students develop their transfer educational plans. All community college transfer students can take advantage of having priority admission to the UC's and CSU's over other transfer students and transfer agreement guarantee (TAG) programs with the UC's.

Community colleges also have career and technical programs that provide students with entry-level and advanced job skills that can lead to well-paying jobs. Students who successfully complete these programs earn a Certificate of Achievement and may apply their course units towards an associate degree.

## Courses Required for Graduation and University Admission

SUBJECTS	Carlsbad High School	University of California	California State University
<b>A. History/Social Science</b>	3 years, including one year of World History, one year of US History and one year of Government/Economics  <i>30 credits</i>	2 years of History/Social Science, including one year of US History or one-half year of US History and one-half year of US Government; and one year of World History, Cultures, and Geography	2 years, including one year of US History or US History and US Government and one year of other approved Social Science course
<b>B. English</b>	4 years of English  <i>40 credits</i>	4 years of approved courses	4 years of approved courses
<b>C. Mathematics</b>	3 years, including Algebra I, Geometry, and Algebra II  <i>30 credits</i>	3 years, including Algebra I, Geometry, and Algebra II  Four years recommended	3 years, including Algebra I, Geometry, and Algebra II  Four years recommended
<b>D. Laboratory Science</b>	2 years of a science, including one year of life and one year of physical science with lab	2 years of approved Lab Science courses required, chosen from Biology, Chemistry, and Physics  Three years recommended	2 years required, including one year of life and one year of physical science with lab
<b>E. Language other than English</b>	2 years in the same language required	2 years in same language required	2 years in same language required

[Table of Contents](#)

	<i>20 credits</i>	Three years recommended	
<b>F. Visual and Performing Arts</b>	1 year of approved Visual and Performing Arts courses chosen from the following: Dance, Drama, Band, or Visual Art  <i>10 credits</i>	1 year of approved Visual and Performing Arts courses chosen from the following: Dance, Drama, Music, or Visual Art	1 year of approved Visual and Performing Arts courses chosen from the following: Dance, Drama, Band, or Visual Art
<b>G. College Preparatory Elective **</b>	1 year of approved Elective courses from any of the following areas: a. History/SS b. English c. Advanced Math d. Lab Science e. World Language f. Fine Arts (VAPA)  <i>60 – 80 credits</i>	1 year of approved Elective courses from any of the following areas: a. History/SS b. English c. Advanced Math d. Lab Science e. Foreign Language f. Fine Arts (VAPA)	1 year of approved Elective courses from any of the following areas: a. History/SS b. English c. Advanced Math d. Lab Science e. Foreign Language f. Fine Arts (VAPA)
<b>Physical Education</b>	4 years of PE is required. If a student passes the California Fitness Test up to two years of PE may be waived to take elective credit  <i>20 - 40 credits</i>	-----	-----

<b>Community Service</b>	20 Hours of Community Service		
<b>TOTAL</b>	<i>230 credits</i>	15 units (At least 7 must be taken in 11th & 12th grade)  1 unit = year long CHS course	15 units  1 unit = year long CHS course
<b>Testing</b>		SAT or ACT	SAT or ACT

\*\*Any course which exceeds specific subject area requirements counts as elective credit.

## UC/CSU “A – G” Course List Carlsbad High School

A “+” in front of a course name indicates a course weighted with extra grade points by the UC/CSU’s and CHS in which an “A” = 5, “B” = 4 and “C” = 3 grade points.

### **A- History/Social Science**

+European History AP  
U.S. Government  
+U.S. Gov’t/Econ AP  
U.S. History  
+U.S. History AP  
World History & Culture

### **B- English**

English 1  
English 1H  
English 2  
English 2H  
English 3  
+English 3AP  
English 4  
+English 4 AP

### **C- Mathematics**

**Algebra 1**  
**Algebra 2**  
**Algebra 2H**  
+Calculus A/B AP  
+Calculus B/C AP  
Calculus III w/  
differential equations  
**College Algebra**  
**College Algebra/Trig.**  
Elementary Calculus  
**Geometry**  
**Geometry H**  
+Pre-Calculus H & +H-m  
+Statistics AP  
Statistics

### **D- Laboratory Science**

Biology 1  
Biology 1H  
+Biology AP  
Chemistry 1  
+Chemistry 1H  
+Chemistry AP  
+Environ. Science AP  
CP Marine Science  
Physics 1  
Physics 1H  
Physics 2E  
+Physics 2E-H  
+Physics C AP

### **E-Language Other than English American Sign Language 1**

American Sign Language 2  
American Sign Language 3  
American Sign Language 4

### **French 1**

French 2  
French 3  
+French 3H

### **Spanish 1**

Spanish 2  
Spanish 3  
+Spanish 3H  
+Spanish 4 AP  
+Spanish 5 AP  
Spanish for Spanish  
Speakers 2

## **F- Visual & Performing Arts**

### **Architectural Design**

+Advanced Art Studio AP

Advanced Ensemble

Advanced Theater

### **Art 1**

Art 2

+Art History AP

Art 3-Drawing & Painting

Ceramics

### **Chamber Orchestra**

### **Chamber Singers**

### **Dance 1**

Dance 2A

Dance 2B

Dance 3

Dance 4

Fashion Design & History

### **Filmmaking**

### **Graphic Design**

Intermediate Theater

### **Lancer Choir**

### **Music or Wind Ensemble**

+Music Theory AP

### **Digital Photography 1**

Digital Photography 2

Pre-Advanced Theater

### **Show Choir (Sound Exp.)**

### **String Orchestra**

### **Technical Theater**

### **Theater 1**

## **G- College Preparatory Elective\***

Advanced Debate

Advanced Journalism

Advanced Public Speaking

Anthropology

AVID Senior Seminar

Developmental

Psychology of Children

Earth Science

Economics

+Economics/US Gov't AP

Oral Interpretation

Psychology

+Psychology AP

Sociology

Virtual Enterprise

*\*In addition to the courses listed, all courses in the other subject categories except for the introductory courses in bold can satisfy the “g” requirement.*

## Scholastic Information

### Grades

Grades are reported to students and parents six times each year. Progress reports are issued to students one week after each progress report ending date shown below:

<u>Semester 1</u>	<u>Semester 2</u>
7 week progress report = 10/12/2018	7 week progress report = 3/15/2019
13 week progress report = 11/30/2018	13 week progress report = 5/3/2019
1st Semester report card = 1/24/2019	2nd semester report card = 6/13/2019

### Standard Grading Scale:

A=90-100%

B=80-89%

C=70-79%

D=60-69%

F=0-59%

### Failure Notices

Education Code Section 49067 requires that parents be notified whenever it becomes evident to the teacher that their student is in danger of failing a course. A “D”, “F”, on a progress report is notice of potential failure. Progress reports are sent home twice during each semester. If a student receives a grade of “D”, “F”, the parent should contact the teacher or Guidance Office for assistance. If failure appears likely and a “D”, “F”, was not reported on the last progress report of the semester, the teacher will notify the parent. Parents will be invited to attend a conference.

### Withdrawal/Fail Policy

Students who withdraw from classes after a 20 school day period must have, in writing, Withdrawal/Fail form from the teacher, department chairperson, counselor, parent, and administrator. A failing grade will be assigned for all such withdrawals. The withdrawal/failure grade will be recorded on the student’s transcript and remain a part of the student’s cumulative academic record. Additionally, the failing grade, unless changed by repeating the course at a later date for a higher grade, will be computed in the GPA. Students who repeat a course due to previously receiving a failure or low grade will have only the higher grade computed on the GPA, however, the previous grade will remain on the student’s permanent record.



## **Final Exams**

Final grades with credit will be awarded and officially verified by transcript only for students who have completed all coursework including final examinations.

Final examinations will be administered only on or after the dates during which final exams are scheduled.

**NO EARLY FINAL EXAMINATIONS WILL BE GIVEN.**

Students unable to be present for scheduled exams must select one of the following options:

- Schedule dates and times to take final exams in the school office as soon as possible after the end of the semester and prior to the start of the new semester.
- Students who have completed all coursework but leave before final examinations and need final grades from Carlsbad may arrange to have final examinations mailed to their new school, administered under school supervision there, and returned to Carlsbad High School for scoring. Final grades will be sent by transcript upon request of the new school.

Prior administrative approval by Carlsbad High School is required.

**NOTE:** Students who do not take final examinations are not awarded credit in any course. Grades for such courses are recorded as an **F** until final exams are completed.

## **AP Exams**

Students should work closely with their teachers and counselors to determine which A.P. examinations they should take. The A.P. examinations differ from other tests for college credit in two ways: (1) they are based on the content of specific courses, and (2) they offer essay components, which are graded under controlled conditions.

## **Standardized Testing**

SBAC Smarter Balance Assessment Consortium for all 11<sup>th</sup> grade students.

CAST California Science Test for all 10<sup>th</sup> grade students.

*Parental Opt-Out.* In accordance with California Education Code 60615, a parent request to opt-out of Smarter Balanced Testing, submitted to the school in writing prior to the start of testing, shall be granted.

## **Grade Level Classification**

Students are classified each semester as freshmen, sophomores, juniors, or seniors on the basis of the number of years enrolled in high school. Once students are deficient in credits, they should meet immediately with their counselor in order to revise their graduation plan and recover credits as soon as possible.

## School Loop

School Loop is a web based communication system for students and parents to access homework assignments, grades, school news, and contact teachers via email. Parents and students sign up at the school's website homepage at [carlsbadhs.schoolloop.com](http://carlsbadhs.schoolloop.com). The student's I.D. # is required to register.

## Honors Graduates

Students with a 3.65 or better academic grade point average (GPA) for seven semesters will be granted honors at graduation. All students will wear Purple Robes at graduation.

## Transcripts

For official transcripts, contact the registrar, Ms. Dagy at (760) 331-5154.

## Valedictorian/Salutatorian

The valedictorian of the graduating class is determined at the end of the eighth semester. Selection is based on the following standards:

- Academic Grade Point Average
- Enrollment at Carlsbad High School for a minimum of three full semesters prior to the end of the first semester of the senior year.
- Transcripts for transfer students are evaluated according to the grading policy of Carlsbad High School.
- Because slight variations in arithmetical GPA may occur based on the number of "regular" non-weighted classes in comparison to honor classes, the final determination of valedictorian/salutatorian shall be made by the principal.
- Factors such as the number of Honors/AP courses completed and participation in extra-and co-curricular activities are also considered. For weighted courses see Course Description Book.
- Being named the Valedictorian or Salutatorian does not guarantee the student an opportunity to speak at the Graduation Ceremony. Auditions for student speakers are held for all students interested in the opportunity.

## Important Test Dates

**PSAT/NMSOT**      October 10, 2018

<b>SAT</b>	August 25, 2018	December 1, 2018
	October 6, 2018	May 4, 2019
	November 3, 2018	June 1, 2019

Further information is found online at [collegeboard.org](http://collegeboard.org).

<b>ACT</b>	Sept. 8, 2018	April 13, 2019
	Oct. 27, 2018	June 8, 2019
	Dec. 8, 2018	July 13, 2019
	Feb. 9, 2019	

Further information is found on line at [act.org](http://act.org).

## **Guidance Services**

All Freshmen are assigned to one counselor and all remaining students are assigned their counselor according to their last name. For the alpha breakdown and counselor assigned, please see the [Counseling Department](#) page on the CHS website.

## **Scholarships**

Scholarship information is available in the Guidance Office. Seniors should begin in early October to pay special attention to any new scholarship opportunities. A special “Scholarship Bulletin Board” is kept up-to-date in the Guidance Office and Scholarship Bulletins are also posted on Schoolloop. Scholarship information and applications are available; however, students must keep themselves informed and do the necessary paperwork to apply. Financial Aid Information Night will be held for parents and students in January to answer questions and assist parents with the Free Application for Federal Student Aid (FAFSA). This form must be filed by the beginning of March to make a student eligible for any financial aid provided by the state.

## **School Code**

The School Code Number to be used on scholarship applications, SAT applications, college applications, is 050472.

## **Student Information Changes**

Parents must report a change of address to the Registrar's Office immediately. Refer to aeries portal on schoolloop homepage with questions.

## **Checking Out of School**

Students planning to withdraw from school need to report to the Registrar's office. Students **MUST** bring to school on the day of withdrawal all textbooks, materials, I.D. card, and equipment that belong to the school. Students will be given a checkout sheet which they must clear with textbooks, library and ASB. Students checking out of school prior to the end of a semester will be issued a copy of their transcript with current grades assigned, once all debts are cleared. Please see Mrs. Dagy in the Registrar's Office.

## **Permanent Records**

A complete transcript, health, attendance, and cumulative record will be kept for every student who enrolls in Carlsbad High School. Records are available for inspection by parents or legal guardians on request. Please call the Registrar's Office to schedule an appointment.

## Extra Curricular Activities

### Athletics

Carlsbad High School maintains a variety of highly competitive athletic teams:

<i>Fall</i>	<i>Winter</i>	<i>Spring</i>
Cheerleading	Cheerleading	Baseball Softball
Football	M/W Basketball	Men's Volleyball
M/W Cross-Country	Wrestling	Men's Golf
Men's Water Polo	M/W Soccer	Men's Tennis
Women's Golf	W Water Polo	M/W Track & Field
Women's Tennis		M/W Swimming
Women's Volleyball		M/W Lacrosse

Students who do not return equipment or uniforms at the end of the sports seasons may lose certain privileges such as yearbooks, senior activities or participation in activities or next sports season. There are entrance fees for attendance at JV/Varsity Football, Basketball, and Wrestling as well as Freshman Football contests and most CIF postseason contests. Students may purchase an activity sticker through ASB which covers admission to all sports events and discounts for dance admissions (excluding CIF games) and drama performances.

### Eligibility Requirements

Carlsbad High School recognizes that a well-balanced educational program includes service, special interest, social, and recreational activities in addition to a rigorous academic schedule. Student participation in these extracurricular activities must be contingent upon satisfactory academic progress. Activities with requirements that students must meet include but are not limited to are all athletic teams, cheerleading, ASB, class and club officers

- You must maintain a 2.0 GPA at all times, be enrolled in a minimum of four (4) classes, and must be on track to pass 20 credits. In the event that you fall below this minimal standard, an appeal to the Athletic Director is possible. An appeal is granted only if you demonstrate a “**significant extenuating circumstance**” that affected your academic performance. This probation period can only happen for one six week period during any school year. **YOUR 8TH GRADE GRADES COUNT TOWARDS ELIGIBILITY. IF YOU ARE NOT AT A 2.0, YOU WILL BE ON IMMEDIATE PROBATION.** Please see the rules of eligibility listed on [carlsbadathletics.com](http://carlsbadathletics.com).
- Ongoing Scholastic Requirements: During each grading period, students must attain a 2.0 grade point average in all enrolled courses on a 4.0 scale.

- Students must pass at least 20 credits of work each grading period to maintain eligible.
- Changes in eligibility become effective the day after school-wide distribution of grades. The grades will be counted for eligibility are 6-7 week progress report grades, 12-13 week progress report grades, and semester grades only.
- **Eligibility Reviews** - Changes in the eligibility status of a student will occur on the first school day following issuing of grades. Students desiring to appeal their ineligibility due to special circumstances may ask to appear before the administrator in charge of athletics. The administrator may deny eligibility or grant a probationary period during which significant academic progress must occur, or restore full eligibility. It is at the discretion of the school and is not appealable. Only one probation period may be granted per year.
- If the students do not bring their grades up to a 2.0 grade point average at the end of their probation period, AND/OR they are not passing at least 4 classes (20 credit hours) OR they have used their probationary period, they will be ineligible to participate for the following grading period.
- Summer School grades may be computed to improve previous spring semester grades. This includes community college classes that are the exact class they would like to make up.
- Ineligible athletes may practice (coach's discretion) but may NOT play in, or dress out for any games or scrimmages.

### **Other Athletic and Activities Information**

- You may not participate in practices or tryouts or be issued equipment until you have turned in everything that is required necessary. You will then be on the "roster" given to the coaches the day before tryouts. Please complete the online registration. All signatures are necessary for your eligibility. Your signature on the "Ethics in Sports" for CIF is an agreement to abide by this policy and recognition of the consequences of its violation.
- As a condition of participating in school-sponsored athletic events, and by signing your online forms, you are authorizing the Carlsbad Police Department to release to the Carlsbad Unified School District information on police concerns and/or arrests relating to alcohol or drug offenses for the listed athletic participant.
- Please remember that by signing this, you are agreeing to follow our school code of conduct, and the CIF rules and regulations for CIF events. If any of these rules are not followed, removal from the facility, and future attendance may be affected.
- Athletes must attend school a minimum of four hours on contest dates to be eligible for an activity. School business, school activities, and medical and dental appointments are exceptions (must have documentation and communicated *prior* to the student/athlete missing school).

- Participation in school athletics takes precedence over all other outside athletic activities. This includes club teams. The consequences are determined by each coach.
- All athletes must ride the bus to and from athletic contests when buses are provided. Rare exceptions include: They need to attend another CHS function or Personal emergencies only. Dinners, recreational activities, club practices, or simply a desire not to ride the bus are not acceptable reasons.
- Release forms may be picked up from the office and must be turned in for signature and approval 24 hours prior to the activity.
- An athlete cannot compete on any “outside” team in that sport from the date of the first game at CHS until that season is over (The to this exception is swim. Athletes may continue to compete “unattached” and practice with their teams.)
- An athlete cannot tryout for a professional or collegiate team from September 15-June 25th each year.
- All seniors must participate at a varsity level. (Foreign students must be on a CIF approved exchange program)
- Please be aware that district policies require that any athlete who is suspended is ineligible to compete for 7 days after the suspension is administered. This must be communicated to the Athletic Director.
- You are responsible for all school property, equipment, and uniforms from the date issued to you until the date collected by the coach. Any lost or stolen equipment must be paid of prior to your participation in another school activity, including graduation.
- Spirit Packs are not the responsibility of the athletic department, rather they are attempts by individual teams to promote unity, pride, and provide items that become the personal property of the athlete.
- “Letter” criteria are determined by the head coach in accordance with department guidelines that include attendance, sportsmanship and participation in contests, behavior, attitude, and adherence to team sport, and department rules.
- Scholar athlete emblems will be placed on all certificates of athletes that have a 3.5 Weighted Current GPA. Only Varsity athletes will receive the scholar athlete lamp patches. The large scholar athlete patch is available for purchase at \$7 each.
- All athletic team awards are purchased with athletic department funds allocated by ASB. In addition, most uniforms, all officials, all tournament entry fees (up to \$1200 a sport), all training supplies, most equipment, and all event security comes from ASB funds allocations.

**Eligibility reviews may be requested once per school year,  
August through June.**

## **Student Activities**

### **New Clubs/Organizations at CHS**

Students interested in joining/starting a new club at CHS should visit [lancernation.org](http://lancernation.org) where they can find a list of current clubs under the club/organization tab. To start a new club students should download the club packet for the current school year and follow the instructions in the packet. Once the packet is completed and turned in to ASB, it will be submitted for administrative and board approval.

### **Student Activities/Organizations**

Carlsbad High School offers a variety of clubs centered on service, special interests, social and recreational activities. In order to get the most out of your high school education you are encouraged to become involved in our activities program. Work for your class, join a club, and try out for a team. GET INVOLVED! Learn about people and yourself while you have fun.

A reminder that students must have their I.D. cards in their possession at school and at all school activities. The following are some of the activities which ALL students are encouraged to participate in:

Assemblies  
Band and Choral Groups  
Clubs and Organizations  
Drama Events  
Homecoming Dance, Float Building and Parade  
Class Competitions  
Color Guard  
Lunchtime Assemblies  
Musical  
Pep Club  
ASB  
Orchestra  
Sports Teams  
Pep Rallies

For school sponsored student activities which occur beyond regular school hours, all school rules apply. This includes, but is not limited to: evening performances, dances, field trips, and sporting events. Students and others loitering will be required to leave. Students are not allowed to leave and re-enter an activity. Once leaving, the individual must leave the campus. Attendance after school or at evening events may be denied to individual students who were not in attendance during the school day.



## **Dance Policy**

Students and parents/guardians are advised to make plans ahead of time for students to be picked-up so that students won't be left alone at school unsupervised after a dance. Every student entering the dance will purchase a ticket and show a valid CHS Student I.D. Card. Dress code applies.

*Guest passes for dances are available in the Assistant Principal's Office and must be completed and signed by an administrator BY END OF DAY, TWO BEFORE PRECEDING THE DANCE.*

## **I.D. Cards**

Identification cards are REQUIRED and available free to all students at registration. **Students must have their I.D. Card in their possession at all times at school and at school functions.** I.D. Cards are REQUIRED for: Campus security, textbook checkout, library checkout, dances, voting, and computer use in the library, yearbook sales, yearbook pickup and attendance. ID are required to leave campus during the day for off campus classes and lunch. Lost I.D. cards may be replaced for \$5 at ASB Finance Office.

# **Student Life**

## **Aeries Parent Portal**

CHS parent/guardian's can access student records through the Aeries Parent Portal. The Parent Portal is a secure and private online resource available through our student data system. With your student's Permanent ID number and your email address correctly entered under your contact information, you can create your personal account. By setting up your account and/or logging on to the Parent Portal you agree to abide by CUSD Technology Use Agreement provided at the start of the school year.

## **Cafeteria**

The cafeteria provides nourishing, complete meals as well as snacks for students during the lunch and breakfast periods. (Breakfast will be served from 7:00–7:25 a.m. each morning for \$2.00.) The hot lunch tray is available for \$3.00. The salad bar and a la carte items are priced separately. Weekly lunch menus are available online. Students may prepay for meals or a la carte purchases. The money is placed in the student's account making it unnecessary to carry cash daily. To make a deposit to a student's account, go to [www.myschoolbucks.com](http://www.myschoolbucks.com) and create an account (you will need your student's permanent ID number). You can also deposit cash or checks (made payable to CUSD Food Services) directly with the cafeteria (please specify the student's name & ID number on the check). In order to purchase items from this account, students will need to memorize and key in their permanent Student I. D. Number.



### **Free/Reduced Price Lunch**

Applications for the State Department of Education Child Nutrition and Food Distribution Division lunch program are available from the Cafeteria or front office. A new application must be submitted every September for students that were on the program the previous year. Students who are eligible for free or reduced price lunch will be notified by mail and will use the same Student I. D. Number entry system as outlined above.

### **Library Media Center**

Hours: Monday-Friday (7:00-3:30 p.m.) All students may use the CHS Library Media Center. I.D. Cards are required to check out library materials and use computers. Computers are available for school research and word processing projects, NOT for games, downloading music, or checking email. Printing costs are \$.15 a page. A copy machine is available to students for \$.15 a copy. Library books are checked out for 3 weeks. Fines for overdue books are \$.20 per book per school day.

### **Textbooks**

Hours: Monday-Friday (7:00-3:30 p.m.)

Textbooks are LOANED to students. Textbooks are checked out with a student I.D. card. Students are individually responsible for the care and prompt return of loaned textbooks. (Do not loan books to your friends!)

- Do not mark or write in/on a textbook. Fines will be assessed for damages.
- When you finish or drop a class, ALWAYS return the textbook, immediately to the textbook window.
- The Textbook window is open before school, during break, at lunch, and after school.
- Report stolen textbooks with a theft report form in the Administration Office. Refunds are made when lost books are found and returned. Checks are made by the district office and mailed to the home. Fines are assessed for graffiti; water damage; abandonment; damaged covers, pages and bindings.

Failure to pay for damages to or loss of books, equipment, and materials may prohibit participation in school activities, including prom, graduation, as well as the withholding of yearbooks.

### **Student Parking**

Parking on campus is a privilege and requires compliance with all parking and traffic regulations. All vehicles must park within a designated marked parking stall. **All provisions of the California Vehicle Code pertaining to parked vehicles will apply and may be enforced on CHS grounds.**

## **Student Unloading Area**

Parents must use the designated drop off area located on the north side of the parking lot. Please enter from Lancer Way and exit onto Chestnut Ave. The loading zone is not for parking purposes.

## **Work Permits**

Work permits are available with the front office receptionist. Students with satisfactory grades and attendance may obtain a work permit, which enables him/her to work up to 4 hours on a school day and up to 32 hours per week. Students may work up to 8 hours on non-school days. All hours must be completed prior to 10:00 P.M. each day unless there is no school the next day. By State Law, the opportunity for students to be employed at regular jobs during the school year is a privilege, which can be withdrawn. Work permits can be revoked when a student's working interferes with his/her schooling, health or welfare. If a work permit is revoked, it is then illegal for the employer to continue the student's employment.

## **Health Services**

The health technician provides health services. Students must bring a pass to be seen in the Health Office except in emergencies. A PE excuse will be issued upon written request from parent or physician. (Maximum of three days on a parent's note.) **A health and emergency card must be completed and signed by parents each year.** Please keep the Health Office updated on emergency information changes during the year. These changes would include telephone numbers of residence and work, address changes, changes in guardianship, new diseases or illnesses and medications that are routinely taken. This is necessary so that we can contact a parent or guardian in case of a medical emergency at school.

Students who are ill or injured will be sent home from the Health Office only after a parent (or parent's designee) is contacted and permission is granted. Health services will request student's with a fever of 100 degrees or above or student's that are throwing up be picked up from school as soon as possible. Students should see the health technician or the attendance clerk if they feel they need to go home because of illness and obtain an off-campus pass prior to leaving the campus. Leaving without an off-campus pass will result in disciplinary action.

## **Immunization**

California State law requires that every student must be fully immunized against specific diseases when admitted to school. Enrollment in school will not be completed until immunization records and shots are updated. If records cannot verify the required immunizations and the parents have not signed a waiver based on religious or health reasons, then the student will be excluded from school until the requirement is satisfied. Please inform the Health Office of immunization boosters so that current records can be maintained.

## Medications

Any student that requires medication during the school day will be required to obtain the Authorization for Medication Administration form from the Health Office. The form must be completed with the physician's signature and parent's signature. The emergency card does not meet this requirement. The medication will be kept in the Health Office and administered only as directed by the physician. NO other medications are supplied or dispensed by the Health Office, including aspirin/Tylenol.

## Insurance

The school district DOES NOT carry medical insurance for students injured on school premises. Students can purchase private insurance, which is available through Myers Stevens Insurance. Applications for this insurance can be obtained through the main school office.

## Attendance

Consistent, daily school attendance is essential for academic achievement and is an important indicator of future success. Attendance is the responsibility of both the student and the parent.

CHS has an automatic parent notification system for unverified/unexcused absences. **Please make sure correct information is on file in the school's student information system.**

There is one important number to call in regards to your student's attendance:

**760.331.5170**

## To Excuse an Absence

**Option 1** to excuse your child for the day or to clear a previous absence. Absences which have not been cleared within 48-72 hours may result in discipline, including detention, Saturday School, and referral to SARB (School Attendance Review Board). Parents are encouraged to contact the attendance office whenever there is a need to follow up on students who have a history of truancy.

## **To have a Student Leave Campus**

**Option 2** A student leaving campus during school hours must obtain an OFF-CAMPUS PASS from the attendance office BEFORE leaving. If a student leaves without a pass, a detention will be issued accordingly. Before the student returns to class, the OFF-CAMPUS PASS should be returned to the attendance office for verification and permission to return to class.

To obtain an off-campus pass:

1. A parent or guardian should call the attendance line and choose option 2 in the morning or the night before to give all of the following information for a student to leave campus: *name of the student (with spelling), the time the student is to leave, time student is returning to school (if they are returning), and the reason the student is leaving.*
2. Student must obtain an off-campus pass from the attendance office before leaving for an appointment. Student may do this before school, between classes or lunch depending on the time of departure.

## **Closed Campus**

### *9th and 10th Grade Students*

Underclassmen students are not allowed to leave campus during lunch. Students found off campus during lunch will face school consequences such as detention and/or Saturday School. Any student may lose off campus privileges resulting from disciplinary action.

## **Excused Absences**

An excused absence is granted for personal illness, medical or dental appointment, specific exclusion, funeral of an immediate family member, or by administrator's approval.

## **Absences and School Activities/Athletics**

Students must attend a minimum of 240 instructional minutes in a school day/180 minutes on early release days (two periods) to be eligible to participate in any extracurricular or athletic activity that day.

***For more information regarding attendance and tardy policies, please visit the school website at [carlsbadhs.schoolloop.com](http://carlsbadhs.schoolloop.com).***

# **Student Expectations**

## **Conduct Code**

Students at Carlsbad High School, like members of any community, have both rights and responsibilities. It is the obligation of the school district to protect those rights and insist upon those responsibilities. The purpose of this conduct code is to insure that all

students understand their rights and responsibilities, the consequences of violations of school rules, and the procedures for dealing with violations.

School rules and regulations are supportive of an educational philosophy that all students can learn. To assure the optimum learning environment, the following rules and regulations have been reviewed and adopted by the Board of Education in keeping with recommendations of staff, students, parents, and in accordance with state law. All CHS rules apply on the way to school, during school and on the way home from school.

### **Student Rights**

A right is a privilege to which one is justly entitled. All students have the right to:

- 1. Equal Education Opportunity** - The schools must provide all students an educational opportunity until the age of 18 or graduation from high school. Students are entitled to an equal opportunity regardless of race, sex, or ability.
- 2. Exercise Free Expression** - Students are entitled to express their personal opinions provided that they meet standards prohibiting libel, obscenity, pornography, intentional distortion or reckless disregard of facts, invasion of privacy or any expression that disrupts the educational process.
- 3. Freedom of Assembly** - Students are entitled to hold meetings at a time, place, and in a manner which does not disrupt the educational process.
- 4. Due Process** - Students facing major disciplinary action are entitled to fair procedures to determine if they are at fault. Students are entitled to appeal decisions resulting in disciplinary action.

### **Student Responsibilities**

It is one of the school's duties to assist parents in helping students develop responsible attitudes and behavior. Acceptable behavior demonstrates respect for self and others.

#### *Expected Behavior*

- Attend class regularly
- Come to class on time with necessary materials
- Complete homework assignments on time
- Do one's own work when independent work is required
- Participate in class activities and discussions
- Exercise good conduct in class that supports learning
- Show respect for others
- Exercise reasonable care of school property
- Follow the directions of staff members at all times
- Remain in class or assigned areas during the class period

#### *Unacceptable Behavior*

- Bicycles and motor vehicles must be parked in designated areas only.
- Cell Phones & IPODS must be turned off and put away during class unless permission is granted prior to use, do not assume it is granted.

- Skateboards, Razor scooters, bikes, etc. are not to be used during school or school activities.
- Food and drink in classrooms, except under supervision by teacher.
- Weapons or other dangerous objects. Laser Pointer devices.
- Loitering in or about the school, walkways, and neighboring residential, and church properties.
- On campus during class time when the student's school day is completed.
- On other school campuses during the school day.
- Tardiness: Arriving in class after the bell is sounded.
- Truancy: Any absence, which has not been both, excused by a parent or legal guardian and approved by the appropriate school official. This includes all school "cuts."
- Disorderly Conduct: Conduct and/or behavior that is disruptive to the orderly educational procedure of the school.
- Defiance of Authority: Willful failure to: (1) Follow directions of any school personnel. (2) Correct behaviors or (3) Respond to assigned discipline.
- Forgery/Lying: Writing, telephone impersonation, and using the signature of another person.
- Cheating: The act of seeking, giving, taking or receiving unauthorized assistance with the intent of claiming credit for work, which results from such assistance. This includes copying homework, copying tests, changing grades, etc.
- Gambling: Participating in games of chance for the purpose of exchanging money or something of value.
- Theft (Including Electronic Theft)\*: Taking or attempting to take property that does not belong to you with the intent to steal or remove property without permission.
- Receiving Stolen Property\*: Knowingly receiving stolen school or private property.
- Profanity/Obscene Acts or Gestures, and/or Material\*: Profanity, vulgarity, possession of obscene material, acts or gestures that are considered obscene. Inappropriate sexual behavior such as a physical and public display of affection is also prohibited. This includes material downloaded from the Internet.
- Use/Possession of Tobacco or Tobacco Products: Possession or use of tobacco or nicotine products on school property, in the vicinity of school or in relation to school is illegal for all students. Matches and cigarette lighters, including electronic vapor devices, are prohibited.
- Fighting/Assault/Battery\*: Fighting—Engaging in any act, which causes or might cause harm to another person (may result in medical attention). Fighting represents an unacceptable means to problem solving that endangers the wellbeing of the participants and staff. Individuals involved in fighting face serious disciplinary measures ranging from suspension to arrest and/or referral to continuation school or the Board of Education for expulsion.
- Defacement/Destruction of Property\*: Causing or attempting to cause damage to property that does not belong to you. Graffiti, littering and/ or otherwise failing to maintain the conditions of the school.



- Arson or Attempt to Commit Arson\*: Intentional burning of property.
- Discriminatory Behavior: There shall be no discrimination with respect to color, race, creed, religion, national origin, sex, sexual orientation, gender, ethnic group identification, handicap or age against students. No student shall be denied access to school programs, services, or instruction on the basis of race, sex, sexual orientation, gender, color, creed, handicap, national origin or ancestry. NOTE: The reporting of any discrimination or harassment shall be made to the Principal or his/her designee.
- Causing, Attempting to Cause, or Threatening to Cause Physical Injury\*: If serious injury is caused by a student toward another person, mandatory and legal consequences apply. Battery is the unlawful touching or striking of another person, intended by the aggressor(s) or by an object put into motion with the purpose to bring about harm. Engaging in or threatening any act which causes or might cause physical harm to another person.
- Explosive Devices (Including Fireworks)\*: The use, possession, or sale/furnishing of explosive devices.
- Use/Possession of any Controlled Substance\*: The possession of controlled substances (drugs), alcoholic beverages or other intoxicants.
- Tobacco or tobacco product. E-cigarettes or Vapor Devices are included.
- Possession/Use/Being under the Influence of Alcohol or Use/Being under the Influence of Any Controlled Substance\*.
- Possession/Sale of Drug Paraphernalia\*: The possession or offering, arranging, furnishing or negotiating sale of any drug paraphernalia.
- Sale/Furnishing of Any Controlled Substance\*. The sale, furnishing to others of any controlled substance (drugs), alcoholic beverages or other intoxicants\*.
- Possession, Sale, Furnishing or Use of a Firearm, Weapon, or Dangerous Objects\*: The possession, sale, furnishing or use of any firearm, knife, or other dangerous object which might be used to inflict bodily injury to another person.
- Possession of an Imitation Firearm: The possession of an imitation firearm which is a replica of a firearm that is substantially similar in physical properties to an existing firearm as to lead a reasonable person to conclude that the replica is a firearm.
- Brandishing a knife at another person.
- Robbery/Extortion/or Attempt to Commit Robbery/Extortion\*:
- The solicitation of money, or something of value, from another person, in return for protection, or in connection with a threat to inflict harm.
- Vandalism or Destruction of School Property\*: Students shall not damage or deface textbooks, library materials, lockers, property of others, or any other school property.

Areas that are out of bounds to students: The swimming pool, parking lot, tennis court, lower field areas, and CVA.

## **Student Exercise of Free Expression**

Students of the public schools shall have the right to exercise freedom of speech and of the press, except that expression shall be prohibited which is obscene, libelous, or slanderous. Student editors of official school publications shall be responsible for assigning and editing the news, editorial, and feature content of their publications subject to the limitations of this section. However, it shall be the responsibility of a journalism adviser or advisers of student publications within each school to supervise the production of the student staff, to maintain professional standards of English and journalism, and to maintain the provisions of this section.

## **Discipline**

Discipline is a progressive process, which warrants consequences appropriate to the severity, circumstances and frequency of the offense.

## **Dress Culture-Students Dress for Success**

**California Administrative Code, Title 5, Section 302 states:**

*“A pupil who goes to school without proper attention having been given to personal cleanliness or neatness of dress, may be sent home to be properly prepared for school, or shall be required to prepare himself for the school room before entering.”*

**Carlsbad High School is an environment for learning and business. Student dress and appearance should reflect this image. School dress code applies to all school activities, including field trips and dances.**

- Attire must be neat, clean and fit properly.
- Shoes must be worn at all times.
- The tops worn by both males and females should adequately cover the chest area and not expose the chest. All clothing should adequately cover the abdomen, back and buttocks.
- Undergarments should not be visible.
- Attire and accessories cannot advertise, promote, or glamorize any of the following: drugs, alcohol, tobacco products, violence, weapons, or display inappropriate or sexually suggestive language or symbols.
- Attire, which includes words, phrases, or pictures that are derogatory regarding ethnic background, national origin, religious belief, gender, gender orientation, or disability, is not permitted.
- Attire, articles of clothing, or adornments determined by CHS administration and/or the Carlsbad Police Department to identify affiliation to any organization, group, or gang associated with or reputed to be involved in criminal activity are not permitted.

In an effort to maintain the belief that education is our primary purpose, the staff will address new fads that occur during the school year. The Administration always reserves the right to determine what is appropriate or inappropriate.



## **Tardy Policy**

In an effort to maintain the belief that education is our primary purpose, the staff will monitor tardies through Lancer Trac. The Administration always reserves the right to determine what is appropriate or inappropriate

<u>Number of Tardies</u>	<u>CHS Campus Offence Chart</u>
#1 - #5	Lancer Trac Warning
#6 - #9	Lancer Trac Detention
#10	Lancer Trac Saturday School
#11 - #14	Lancer Trac Detention
#15	Lancer Trac Saturday School
#16 - #19	Lancer Track Detention
#20	May be referral to SARB Board

## **Academic Honesty Policy**

Carlsbad Unified School District highly values academic integrity and does not permit any forms of dishonesty or deception that unfairly, improperly or illegally enhance a grade on an individual assignment or a course grade. The following is a list of behaviors that constitute academic dishonesty. We are aware, however, that new forms of cheating, plagiarism and other forms of dishonesty may arise and therefore, we expect every student to interpret the requirement of academic honesty and integrity broadly and in good faith. If you have any doubt as to whether a particular act constitutes academic dishonesty, ask a teacher before you do it.

### **Academic Dishonesty Includes, But Is Not Limited To:**

#### **Cheating on Exams**

1. Copying from others or letting others copy from you.
2. Having or using notes, formulas or other information in a programmable calculator or other electronic device without explicit teachers review and permission.
3. Having or using a communication device such as a cell phone, tablet, Chromebook or electronic translator to send, obtain, or copy unauthorized information.
4. Communicating/sharing answers (verbally or nonverbally) during an exam.
5. Taking an exam for another student or permitting someone else to take a test for you.
6. Asking another to give you improper assistance, including offering money or other benefits.

7. Asking for or accepting money or any other benefit in return for giving another improper assistance.
8. Providing or receiving information about all or part of an exam, including answers (ex: telling/showing someone in a subsequent period what was on the exam or being told this information).
9. Having or using a “cheat sheet” (written on a body part or a piece of paper with answers, formulas, or notes of any kind) that is not specifically authorized by the teacher.
10. Altering a graded exam/assignment and re-submitting it for a better grade without authorization.
11. Working together on a take-home exam, unless authorized by the teacher.
12. Gaining or providing unauthorized access to examination materials.

Note: Simply having possession during an exam of any prohibited or unauthorized information or device, whether or not it is actually used, is an act of academic dishonesty and will be dealt with as such.

### **Plagiarism in Papers and Assignments**

1. Giving or getting improper assistance on an assignment meant to be individual work. (When in doubt ask)
2. Including in any assignment turned in for credit any materials not based on your own research and writing. This includes:
  - Copying part or all of another person’s paper and submitting it as your own for an assignment.
  - Using the services of another person.
  - Copying part or all of another person’s paper and submitting it as your own.
1. Acting as a provider of paper(s) for a student or students.
2. Submitting substantial portions of the same academic work for credit in more than one course without consulting both teachers (self-plagiarism).
3. Failing to use quotation marks where appropriate.
4. Failing to properly acknowledge paraphrased materials via attribution, footnotes, endnotes and/or a bibliography.
5. Making up data for an experiment (“fudging data”).
6. Citing nonexistent sources (articles, books, etc.).

### **Other**

1. Misrepresenting your academic accomplishments, such as tampering with computer records.
2. False impersonation of another person.
3. Deceiving a teacher or making up a false reason or excuse to get special consideration on an exam or an extension for an exam or paper.
4. Failing to promptly stop work on an exam when the time allocated has elapsed.
5. Forging a signature.
6. Hoarding or damaging library materials.

7. Attempted academic dishonesty, even if unsuccessful, will be treated as academic dishonesty.

### **Consequences for Academic Dishonesty:**

Any alleged violation of this policy will be investigated thoroughly and appropriate disciplinary measures will be taken consistent with Board Policy. Violations of the Honor Code may result in disciplinary action(s) up to and including suspension or expulsion. Violation(s) may also affect the student's academic and citizenship grades.

### **Depending on the severity of the offence one or more of the following consequences may occur:**

- Referral to the Assistant Principal (Secondary)/Elementary Principal (Elementary) and the parent/guardian will be contacted.
- Loss of all credit for the assignment or test with no make up permitted.
- Placement on probation with a contract (in the class of the infraction) for the remainder of the class (Secondary).
- Receipt of a "u" in citizenship for the current grading period.
- Violation on a school administered national or state examination will result in a district code of conduct violation.
- Dropped from the class with no credit (Secondary).
- Suspension from school.
- Removal from all elected or appointed leadership positions for the remainder of the school year.

## **Sexual Harassment & Title IX Policy**

### **SEXUAL HARASSMENT**

**Sexual harassment is prohibited by federal law, California law, and CUSD Board Policy.**

1. Sexual harassment includes unwelcome sexual advances, requests for sexual favors, and other verbal, visual or physical conduct of a sexual nature constitute sexual harassment in the work or education setting when:
  - a. Submission to the conduct is explicitly made a term or condition of an individual's employment, academic status or progress.
  - b. Submission to or rejection of the conduct by an individual is used as the basis for *academic* or employment decisions affecting the individual.
  - c. The conduct has the purpose or effect of having a negative impact on the individual's academic or work performance, or of creating an intimidating, hostile or offensive education or work environment.
  - d. Submission to or rejection of the conduct by the individual is used as the basis for any decision affecting the individual regarding benefits and services, honors, programs or activities available at or through the school.

2. Specifically, sexual harassment may occur as a pattern of degrading sexual speech or actions ranging from verbal or physical annoyance or distractions to deliberate intimidation and frank threats or sexual demands. Sexual harassment may include, but is not limited to:
  - a. vulgar remarks;
  - b. sexually derogatory comments regarding a person's appearance;
  - c. physical touching, pinching, patting, or blocking free movement;
  - d. sexual propositions or advances (with or without threats to a person's job or promotion if that person does not submit); or,
  - e. physical assault.

For more information, please refer to CUSD Board Policy and Administrative Regulation 5145.7 below:

CUSD Board Policy 5145.7:

<http://www.gamutonline.net/district/carlsbad/DisplayPolicy/412117/>

CUSD Administrative Regulation 5145.7:

<http://www.gamutonline.net/district/carlsbad/DisplayPolicy/412117/>

*Since these problem areas violate state law, school officials may need to notify law enforcement agencies. If this occurs, school officials will contact the parents either by telephone or by a certified letter. Any action authorities might take will be in addition to the action taken by the school.*

## **TITLE IX POLICY**

It is the policy of the Carlsbad Unified School District not to discriminate on the basis of sex in its educational programs, activities or employment policies as required by Title IX of the Education Amendments of 1972.

Inquiries regarding compliance with Title IX may be directed to the District's Title IX Coordinator:

Robert Nye, Ed.D  
Assistant Superintendent, Curriculum & Instruction  
Carlsbad Unified School District  
6225 El Camino Real, Carlsbad, CA 92009  
760-331-5013

Or, inquiries regarding compliance with Title IX may be directed to:

United States Department of Education, Office for Civil Rights.

More information on Title IX can be found on our District website at:

[http://www.carlsbadusd.k12.ca.us/cms/page\\_view?d=x&piid=&vpid=1498645262564](http://www.carlsbadusd.k12.ca.us/cms/page_view?d=x&piid=&vpid=1498645262564).

More information on the United States Department of Education, Office for Civil Rights can be found on the Office for Civil Rights website at:

<https://www2.ed.gov/about/offices/list/ocr/index.html>

## **Technology and Telecommunications Resources**

The use of CHS computer systems and other technologies or Wi-Fi are a **privilege** for which all users (students, staff, and community members) accept responsibility. The technological systems are intended to provide; Support for learning Increased opportunities for communication Additional resources for general information Increased opportunities for academic growth. The computer systems must not be used in any way that is disruptive. Inappropriate conduct in the use of these systems includes but is not limited to: Damage, theft or vandalism of equipment Theft, piracy, or altering of software Theft of services Use of the systems for commercial purposes or political campaigning Violation of copyright law Plagiarism of ideas or information. Use of the systems to communicate unlawful information or to transmit computer viruses. Sending or retrieving information which is pornographic, obscene, sexist, racist, or abusive.

Unacceptable use of technology may result in discipline measures.

*CHS reserves the rights to all material stored in files in all machines and systems, and will remove any which the staff deems to be unlawful, obscene, pornographic, abusive, or otherwise objectionable. The system may not be used to obtain, view, download, or otherwise gain or provide access to such material. The CHS staff will refer for disciplinary action any individual who is in violation of the provisions of this agreement.*

*\*\*A complete Acceptable Use Agreement can be found on the CUSD District website.*