

## Brookhurst Junior High School Policy Pages

### ACADEMIC ATTIRE AND DRESS CODE

#### POLICIES:

The following rules apply:

Brookhurst Junior High promotes school pride and college going culture. Students can wear Brookhurst school polos, Brookhurst club/spirit shirts or college/university attire. For your convenience, the school sells polo shirts, spirit wear and outerwear.

- Students must wear a **SOLID** green, black, or grey unaltered polo shirt OR Brookhurst Spirit/Club/Organization shirts. Former Brookhurst polo shirts, including white polos will be honored.
- All bottom wear: pants, shorts and skirts must be **SOLID** in color. NO print, patterns, stripes, or logos.
- All outerwear must be Brookhurst approved apparel.
- Students may wear an appropriate college themed shirt any day.
- Students may wear a **Brookhurst spirit shirt** any day..
- Students may not tie up their shirt by any means. Clothing must cover the midsection.
- No sagging – pants must fit at the waist and crotch.
- Shorts and skirts must be **SOLID** in color and reach below the fingertips in length when arms are by the student's side.
- Shorts must be **SOLID** in color and may be no longer than just below the knee.
- Athletic/sweat shorts/pants are NOT to be worn during the school day except for PE.
- **No ripped, torn or frayed clothing of any kind.**
- No plaid, checkered, camouflage or flannel patterned clothing of any kind.
- Pajamas are not permitted.
- All shoes must have an enclosed toe and cover going all the way around the heel. Moccasins and slippers are not allowed.

Free Dress Days: Students will be invited to participate in ASB spirit weeks or free dress days. Patterns, stripes and appropriate logos are acceptable during this time frame, but the following dress code policies still apply:

- No straps can be exposed at all – Front or Back.
- No cleavage can be exposed.
- No ripped, torn or frayed clothing of any kind.

In addition, the following items are **not** permitted on campus or at any school-sponsored event:

#### **Dress, grooming or accessories which:**

- Are unsafe, dangerous, or a health hazard
- Display offensive or obscene symbols, signs, slogans or words, degrading any cultural, religious or ethnic values.
- Contain language or symbols oriented toward sex, drugs, alcohol, tobacco, violence or weapons.
- Displays or contains, gang, tagger, crew and/or clique symbols, colors, slogans, and/or signs.
- Sunglasses may not be worn in class.
- Hats, beanies, caps, hoods, and bandanas may not be worn at anytime during the school day.

#### **Dress Code Violations:**

- Dress code violations will be documented.
- A student with 4-7 dress code violations will receive a referral, and a 30-minute detention.
- A student with 8 or more dress code violations will receive a 60-minute detention.
- In addition, excessive violations will result in a mandatory student/parent/ administrator conference.

### ABSENCES FROM SCHOOL

Regular attendance is vital to a student's success in school. A student who is absent misses direct instruction that cannot be made up even though written work may be completed.

The only excused absences are those resulting from: illness, medical/dental appointments with a doctor's note, or death in the immediate family. ALL other absences are considered unexcused. Teachers are not required to provide homework, extend deadlines, or allow make-up work for students with unexcused absences.

#### **When a student is absent, parents are required to call the attendance office at 714 999-3612 on the day of the absence before 9:30 AM.**

If the absence is not verified by telephone, the student is to bring a note, signed by a parent, which includes the date(s) of the absence, reason for the absence, student's name, and grade. Absences will be considered unexcused if they have not been cleared within 24 hours. Unexcused absences will result in disciplinary actions.

## **ATTENDANCE POLICIES:**

### **TARDY POLICY**

Students are expected to be on time to school and to each class. Tardiness will be excused only in the event of illness, medical/dental appointments with a doctor's note. Excused tardies must be verified by the parent in person, or with a note. Oversleeping, missing the bus, etc., are not excused tardies. Students who arrive to school after 7:55 AM must check in at the attendance office to receive their readmittance slip.

Administration will manage all 1<sup>st</sup> period tardies, after the third infraction a student will be assigned detention. In addition, excessive violations will result in a mandatory student/parent/ administrator conference. and therefore will receive a referral to conference with administration.

### **ACADEMIC HONESTY AND CHEATING POLICY**

At Brookhurst Junior High School, we value academic integrity and honesty; therefore, we enforce a strict academic honesty and cheating policy.

**The following rules apply per district school board policy:**

- **Cheating** by copying from others, providing work for others, allowing others to copy, tampering with teacher materials, having or using notes, formulas, or other information in a programmable calculator or other programmable electronic device is not permitted. Students who violate this rule will receive a failing grade on the assignment, a "U" in citizenship, a referral to administration and after school intervention. Second offenses will result in the above discipline and may include suspension and a lowered grade for the course.
- **Plagiarism** by copying or using another person's work and submitting it as your own or acting as a provider of a paper or papers for others is not allowed. Students who violate this rule will receive a failing grade on the assignment, a "U" in citizenship, a referral to administration and after school intervention. Second offenses will result in the above discipline and may include suspension and a lowered grade for the course.

## **ASSISTANCE FOR STUDENTS**

Brookhurst Junior High Staff prides itself on working together collaboratively to support your child in all areas. If you have any concerns and/ or questions about your child's progress, please take into consideration the following suggested options to request support and/or ask questions:

1. Contact your child's teacher via phone or email to discuss concerns and/or ask questions
2. Contact your child's teacher or school counselor to schedule a meeting to discuss concerns and/or ask questions.
3. Contact school administration.
4. If your child continues to need additional support in the general education setting, contact your child's school counselor or administrator to fill out a "request for assistance" form. The request for assistance will be sent to and reviewed by our Education Monitoring Team (EMT).

***STUDENT PICK UP:*** *To minimize classroom disruptions, parents must contact the attendance office at least one hour ahead of time, before picking up a child during the school day.* Any parent that wants to call their child out of class, must pre-plan by communicating with the attendance office. Please call the attendance office 714-999-3612 to pre-plan a student pick up.

### **BEHAVIOR EXPECTATIONS: Refer to PBIS Behavior Matrix Sections.**

The following expectations of behavior are designed to provide Brookhurst Junior High School students with a safe, secure, and orderly educational environment. All guidelines apply during the time students are on campus, walking to and from school, and during any extra-curricular activity including, but not limited to: sports, field trips, night performances, and dances.

### **BICYCLES/SKATEBOARDS**

Students are welcome to ride a bicycle to and from school if the following expectations are followed:

- According to the law, all students are expected to wear bicycle helmets to and from school.
- Bicycles and skateboards must not be ridden on school grounds.
- Bicycles and skateboards must be put inside the bicycle racks and locked up individually. Sharing a lock is not permitted.
- Skateboards must be locked in the skateboard rack.