**SYCAMORE JUNIOR HIGH SCHOOL RULES AND POLICIES**

**ATTENDANCE POLICY**

According to Board Policy 8400: It is the parents’ responsibility to see that their students attend school every day. The school should be notified in person, by telephone, or by note the day (next school day) following a student’s absence. All non-verified absences will result in an unexcused absence. Absences will be excused for the following reasons:

* Medical or dental appointments verified in writing by the doctor’s office.
* Injury or illness verified in writing by the doctor’s office.
* School activity (field trip, counselor appointment, etc.)
* Religious holidays
* Death of an immediate family member.
* Court appearances.

Students will be allowed to complete assignments and tests administered during their absence if the absence is excused.

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.

**When a student is absent, parents are required to:**

1. **Call the attendance office at 714 999-3797 on the day of the absence before 9:30 a.m. OR**
2. **Send a note to the attendance office, signed by the parent and including the date(s) of the absence(s), 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 progressive discipline.

**Tardies**

At Sycamore Junior High School, we feel that being in class on time is an important factor in a students’ education. Students are expected to be in each class ready to learn by the time the tardy bell rings.

**Truancy**

According to the Education Code of the State of California, any pupil who is absent from school without a valid excuse, or tardy in excess of 30 minutes on each of more than three days in one school year, is truant and shall be reported to the administration. Students who are truant are assigned after school intervention. The following are considered truancies:

* Being absent from school without the knowledge and consent of the parent.
* Being absent from school without a valid excuse.
* Leaving the school grounds during the day without permission.
* Staying out of class without permission.

**Early Release of Students**

In order to prevent students from losing valuable class time we would like to request parents to schedule doctors’ appointments before or after school whenever possible. **Please note that students cannot be released from Physical Education/dance classes due to the fact that locker-rooms remain closed during class time.**

For the safety and security of our students, anyone requesting to check out a student during school hours **MUST** present valid identification. Only those individuals designated on the students’ emergency card will be authorized to make contact with the student. Students will not be released based on a phone call, for any reason. Please make sure all your emergency contact numbers are current.

**Late Start**

Late start days are every Tuesday morning, except: December 17, 2019 and January 28, 2017 & May 12 & May 19 of 2020. **School starts at 8:50 AM and ends at 2:20 PM.**

**Homework Make Up Due to Absences**

Students are given the opportunity to make up school work missed because of excused absences.

**It is the responsibility of the student to get make up work from the teachers upon returning to school.**

**STUDENT DRESS AND GROOMING CODE**

**Sycamore Junior High is a uniform school in order to promote school safety, school pride and academic success.** It is expected that all students maintain a neat and orderly appearance while on campus. All students will comply with the following academic uniform attire and dress code. **All uniform attire must be purchased according to appropriate size of the student**. It is the responsibility of the student and the parent/guardian that the student adhere to the dress code. Administration reserves the right to modify or adjust the dress code as necessary.

**Shirts**

* Shirt colors are red, grey, or black polo shirts and must be worn every day.
* Sycamore spirit/club shirts may be worn as uniform.

**Pants, Shorts, and Skirts**

* Color must be **black**.
* The cuffs may not be bound, or tucked into socks, shoelaces, or shoes.
* Shorts and skirts must be as long as the student’s fingertips when arms are fully extended.
* Belts are permitted, but the buckle must be plain and free of patterns, prints, logos, emblems, etc.
* Shoe laces cannot be used in place of belts.

**Outwear (sweaters/jackets to keep warm)**

* **All outerwear should comply with the District Dress Code**
* No oversized outerwear. The outerwear must be the student’s appropriate size.
* Hats and gloves are not allowed.

**P.E. Uniform**

* Shirt color is **grey** for both girls and boys, crew neck style.
* Short color is **black** for both girls and boys, basketball style.
* Tennis/gym shoes (no cleats)
* PE uniforms are not considered academic uniform attire and should not be worn at any time outside of P.E.
* **Lockers:** Students will be assigned a locker for physical education. Clothes and valuables are to be secured in this locker during the P.E. class. It is the student’s responsibility to ensure all personal items and valuables are safely locked and **should not be left unattended in their backpacks during the P.E. period.** The school is **not** responsible for lost/stolen items. Sharing lockers and locks is not permitted. Replacement locks can be purchased in the office.

**Shoes**

* ALL students must wear closed-toe shoes.

**Free Dress Days**

Students will be invited to participate in free dress days, but the following dress code policies still apply:

* No straps can be exposed at all – Front or Back.
* No cleavage can be exposed.
* No camouflage clothing of any kind.
* No clothes deemed too tight or too baggy.

**Not allowed dress, grooming, or accessories which:**

* Are unsafe, dangerous, or a health hazard
* Display offensive or obscene symbols, signs, slogans or words.
* Degrades any cultural, religious or ethnic values.
* Displays language or symbols oriented toward sex, drugs, alcohol, tobacco, violence or weapons.
* Displays gang, tagger, crew and/or clique symbols, colors, slogans, and/or signs.
* Belt buckles with initials or inappropriate graphics or language, wallet chains, spiked bracelets, collars, excessive metal on belts.
* Only Sycamore approved headwear.
* Hair designs, style or color that causes a disruption.

**Dress Code Offenses**

* All academic attire and dress code offenses will be documented in Aeries under Visitations.
* A student with 4 academic attire and dress code offenses will receive a referral.
* Progressive discipline policies will be implemented for repeat offenders and parents will be notified by administration.

**The academic attire and dress code policies will be fully and fairly enforced. Dress code offenses are documented in Aeries.**

**ACADEMIC SUPPORT AND RECOGNITION**

**Student Agenda Planner**

We provide all students with an agenda planner on the first day on school. The student agenda planner must be brought to school each day to organize and keep track of daily assignments. If lost or damaged, the cost to replace the student agenda planner is $5.00. Please purchase replacement agenda planner in the main office.

**Homeroom**

Sycamore staff is committed to an advisory/homeroom period to provide a place for each student to feel welcome, connected, appreciated and cared for through a set meeting place and a consistent teacher.

The homeroom period should meet student’s academic, behavior and social emotional needs through the development of a small community. It is intended to connect students to their school and learning, connect students to each other, and to connect teachers to fellow teachers.

**Academic Support**

Sycamore offers **an** after-school voluntary program called homework club/tutoring where students can receive assistance from teachers before an assignment is due.

Computers, books, and a variety of materials are available for students use.

**Library**

The library provides students and staff with a wide range of information resources to compliment the school's curriculum.

Library Hours:

* Open before school at 7:30a.m., except on Tuesdays
* Open after school until 3:30 p.m., except on minimum days.
* Open during class time IF you have a pass from your teacher.
* Open during both lunches.

Book Checkout:

All students must have a school ID to check out library books. Students may check out 2 books at a time for up to 2 weeks. There is a $.10 per day charge for all overdue books. All books and fines must be cleared to get your promotion certificate, to participate in 8th grade activities and to complete registration for 8th grade or high school.

Computers:

The computers are intended ONLY for educational purposes**.** Students using computers in any way that is harmful, destructive or inappropriate will be restricted for further use.

Printing:

Always check File and Print Preview before printing, then print only the pages you need.

**Textbooks**

The California Education Code 48904 specifies that all students be issued instructional materials at no charge, **unless** they are ***damaged or lost***. Students’ textbooks will be issued electronically. They are responsible for textbooks issued to them. If they lose a book, they will have to pay the replacement price. Students should NOT lend their textbooks to others. Students will be charged for damaged books. The fees range from $ 5.00 up to full replacement cost of the book. Failure to return textbooks or pay for damage or loss may result in withholding report cards, promotion activities and certificates, and delay enrollment.

**Tips to Support Your Student**

Sycamore Junior High Staff prides itself on working together collaboratively to support your child in all areas. If you have any concerns 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 for an in person conference to discuss concerns and/or ask questions.
3. Contact your child's counselor to request a meeting with all of your child's teachers (parent/teacher conference) or for conflict mediation. 714.999.2175
4. Contact school administration should you be concerned about student safety. 714.999.3616
5. If your child continues to need additional support in the general education setting, contact your child's counselor or administrator
6. Additional assistance will be sent and reviewed by our Education Monitoring Team (EMT).

**Positive Student Recognition**

* Good News! Positive Postcards
* Buccy PRIDE passes
* PRIDE Incentives and Rewards
* PRIDE Store
* Buccy PRIDE Student of the Month
* Perfect Attendance and Zero Tardy Incentives and Rewards
* Honor Roll
* Semester Awards Ceremonies
* Outstanding Student of the Month
* Attendance

**Grade Point Average**

Each grade is assigned a point value:

A=4, B=3, C=2, D=1, F=0

The points are totaled for each class and then divided by the number of classes the student has completed.

* Students will receive grades eight times a year, but semester grades are the only ones that are calculated in your cumulative GPA.

Always remember to ask teachers for help if you do not understand an assignment. It is the students’ responsibility to ask for any make-up work if absent.

**Honor Roll**

3.0 – 3.49 GPA with no N’s on effort or U’s in Citizenship. Students will be celebrated after the first semester.

**Principal Honor Roll**

3.5 GPA or higher with no N’s on effort or U’s in Citizenship. Students will be celebrated after the first semester.

**ACADEMIC HONESTY AND CHEATING POLICY**

At Sycamore 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.

**BUCCY PRIDE EXPECTATIONS**

The following expectations of behavior are designed to provide Sycamore 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.

**Buccy Pride Academic Expectations**

Be Prepared:

* Complete all assignments on time.
* Study for quizzes and tests.
* Organize notebook with a section for each class.

Be Respectful

* Try your best-give your best effort.
* Be a positive role model or leader.
* Respect others belief and opinions.

Show Integrity

* Take pride in yourself.
* Do your own work.
* Help classmates by explaining work to them.

Be Diligent

* Start working immediately.
* Use your Student Agenda Planner every day.
* Ask for make-up work if you have been absent.

Be Engaged

* Do your best.
* Read all of the directions.
* Assist others when able or necessary.

**Buccy Pride Classroom Expectations**

Be Prepared:

* Have all materials ready to use and turn in the beginning of class.
* Be mentally prepared.
* Have your homework complete

Be Respectful

* Raise your hand to speak.
* Remember Golden Rule
* Use words like please and may I be excused.

Show Integrity

* Have a positive attitude
* Do the right thing even when nobody is looking.
* Take responsibility for your actions.

Be Diligent

* Be seated on time and ready to learn.
* Turn in assignments on time.
* Utilize time wisely

Be Engaged

* Follow all instructions
* Sit up
* Lean forward
* Access thinking.
* Notes key information.
* Track speaker’s eyes.

In addition,

* It is the student’s responsibility to come to school physically and mentally ready to learn.
* All students are expected to be at school and to be in each class on time.
* Students are expected to follow the directions of school personnel at all times.
* No one is allowed to hinder the teacher from teaching or the students from learning.
* It is expected that all students will be considerate of others and keep their hands, feet, and objects to themselves.
* All students are expected to know the school rules and adhere to them at all times.
* Rules of the classroom are to be followed at all times. It is the students’ responsibility to understand each of their teachers’ classroom behavioral expectations.

**Buccy Pride Hallway Expectations**

Be Prepared:

* Go directly to your assigned destination.
* Wear proper uniform and appropriate outerwear.
* Wear the “Out of Class” vest appropriately.

Be Respectful

* Use appropriate language
* Keep our campus clean
* Keep your hands and feet to yourself

Show Integrity

* Admit mistakes
* Be polite
* Express concern about bullying or inappropriate behavior.

Be Diligent

* Go quickly and directly to your next class.
* Be aware of others walking.
* Plan restroom breaks according to schedule and passing periods.

Be Engaged

* Keep your hands to yourself.
* Enter and Exit the classroom appropriately.
* Help others.

**Buccy Pride Lunch Expectations**

Spending time with other students during lunch is a privilege. If lunchtime expectations are not followed, this privilege may be taken away.

Be Prepared:

* Eat healthy choices.
* Have your school I.D. or number ready to use.
* Wait in line.

Be Respectful

* Use appropriate language.
* Keep your hands to yourself.
* Throw away all your trash when you are done eating.

Show Integrity

* Wait your turn.
* Stay in assigned area.
* Be mindful of others around you. .

Be Diligent

* Finish lunch before the bell rings.
* Return materials neatly.
* Use the clean-up time wisely

Be Engaged

* Participate in lunch activities.
* Invite someone new to your table.
* Use time to eat and socialize.

In addition:

* All food is to be eaten within the lunch boundaries.
* All trash and unwanted food/beverages are to be placed in trash containers and not thrown at any time.
* Recyclables should be placed in the blue recycle containers.
* If you want to visit a teacher during lunch, you must have a daily hall pass.

**Buccy School-Wide Expectations**

* Respect people and property.
* Refrain from using profanity at any time.
* Walk at all times while on campus.
* Avoid disruptive behavior when classes are in session.
* **NO** gum on school grounds.
* Keep the campus clean and healthy by not littering or spitting.
* Keep noise to a minimum.
* A pass is required to be outside of class during class time.
* Horseplay such as pushing, touching, shoving, and throwing items is dangerous and may not be done.
* Absolutely no tackle games or “play fighting.”
* Keep hands, feet, and objects to yourself.
* Responsible behavior is expected in the classroom, Library, gym, and outside area.
* No writing on body parts, belongings or property.
* Permanent markers and/or graffiti paraphernalia are not allowed.
* Hair spray, body spray, perfume, cologne and/or any kind of flammable items are not allowed on campus.

**Ten Ways To Be A Good Buccy Student**

1. Come to school every day.
2. Have your school supplies ready
3. Have your school materials organized
4. Pay attention in class
5. Complete assignments on time
6. Follow directions
7. Ask for help, when you need it.
8. Participate in class activities
9. Follow all school rules
10. Always try your best

**Buccy Pride Manner Power Words**

|  |  |
| --- | --- |
| Say What?  | When?  |
| Please | When you want something |
| Thank you | When you get it |
| You’re welcome | When someone thanks you |
| Excuse me | When you interrupt a conversation, bump into someone, make bodily noises, etc.  |
| Yes, please  | When you want something being offered to you |
| No, thank you  | When you don’t want something being offered to you |
| I’m sorry  | When you mess up  |

**DISCIPLINE POLICY AND CAUSES FOR DISCIPLINARY ACTION**

**Progressive Discipline Policy**

Our goal at Sycamore Junior High School is to maintain an academically focused school in which every student has an opportunity to learn. As a result, Sycamore Junior High School has developed a Progressive Discipline Policy which is consistent with the Anaheim Union High School District’s Policy of Progressive Discipline.

Our goal is to put in place consequences which successfully modify negative behavior patterns. Therefore, the following consequences are in place for minor and major offenses. The consequences for the infractions will vary depending on the situation and will be recorded on Aeries.

* Verbal/written waring
* Teacher Conferences
* Administrative Conferences
* Parent Contact/Conferences
* Referral to Administration
* Administrative Behavior Monitoring Sheet
* Loss of lunch time privileges
* Teacher assigned detention
* Teacher Period Suspension
* AUHSD Discipline Contract
* Referral to the EMT Process
* Work detail in lieu of suspension for class II infractions.
* Off Campus Suspension
* Transfer/Expulsion

**Off Campus Suspension**

* Students are not allowed on campus or at school-sponsored events.
* Parents are to request homework through the attendance office for 3-5 day suspensions.

Students who have been **administratively transferred** to another school site are not allowed on campus unless accompanied by his/her parent/guardian. Failure to comply will lead to a trespassing notification.

**Bullying, Cyber-Bullying & Harassment**

It is the policy of this school that all students be treated with respect and feel comfortable attending school.

* Any harassment which substantially interferes with a student’s school performance or creates an intimidating, hostile, or offensive learning environment will not be tolerated.
* The harassment of others based upon sexual, religious, racial, or other themes will not be tolerated. Verbal, physical or cyber-bullying, calling others a name which puts them down, using words which insult another person, touching others in an unacceptable manner, and making comments of a sexual nature are considered harassment.
* Bullying/Cyber-Bullying and Harassment of any kind is unwelcome. Bullying is defined as an unwanted physical, verbal, hurtful or aggressive act toward an individual or group that is intentional and is typically a negative pattern of behavior repeated over time.
* Bullying is also a behavior directed at a person because of his or her race, gender, religion or sexual orientation.
* In addition, participating in harassment or cyber-bullying through the use of technology (telephone, text messaging, online text, or social networking sites) will not be tolerated, and will result in referral to an administrator and progressive discipline will be implemented.
* If, at any time, you feel uncomfortable in dealing with other students or adults on campus, you are responsible to report concerns to a parent, teacher or administrator, who will assist you with your concerns.
* Report all incidents of Bullying/Cyber-Bullying and Harassment to a staff member.
* Be sure to tell the person bullying or harassing you to STOP!
* Be sure to Unfriend/Unfollow/Block if cyberbullying is taking place.
* School administration will investigate/enforce discipline in cyberbullying situations, even if it takes place off-campus.
* **SUICIDE PREVENTION LIFELINE: 1-800-273-TALK (8255)**
* Progress discipline protocols will be followed for minor and major offenses.

**Call to Action against Bullying/Cyber-Bullying and Harassment**

Step 1: Educate

* Know the signs of bullying
* Talk to others about it

Step 2: Address it

* Don’t ignore
* Talk to a trusted adult

Step 3: Prevent

* Stop the cycle

**Public Display of Affection**

Students must refrain for inappropriate physical contact at school, such as kissing, and/or any kind of public display of affection, etc. Parents will be notified in cases where students violate this rule.

**Gum**

Gum is **not allowed** on school grounds as it negatively impacts campus cleanliness. Progressive discipline protocols will be taken for minor and major offenses

**Graffiti**

Do not bring permanent markers of any kind to school. Students may not have graffiti writing in or on their folders, backpack, clothing and/or body. Graffiti that is confiscated will be turned in to the Anaheim Police Department.

**Drugs, Alcohol and Tobacco**

In keeping with the policies of the Anaheim Union High School District as set forth by the Board of Trustees, Sycamore Junior High School will enforce the rules and laws regarding drugs, alcohol and tobacco, vape pens, electronic cigarettes (also called e-cigarettes or electronic nicotine delivery systems)

Substances also include but are not limited to: Alcohol, tobacco, marijuana, amphetamine, prescription medication, over-the-counter medication (Advil, Tylenol, cold medicine, etc.) other controlled substances and drug paraphernalia.

The following rules apply:

* Bringing illegal substances to school or holding them for someone may result in a 5-day suspension, transfer to another school, and arrest.
* Giving or selling illegal substances, in any amount, to someone else may result in expulsion from the school, district, and arrest.
* Being under the influence of an illegal substance while at school or a school sponsored event may result in a 5-day suspension, transfer to another school, and arrest.

Students who are under a doctor’s care and require prescription medication throughout the day must give all medicine, as well as a physician’s note, to the school Health Technician. The school Health Technician will secure and dispense all medication per doctor’s orders.

**Weapons, Chemicals and Dangerous Objects**

It is our intent to make Sycamore Junior High School a safe place for everyone. Our policies are those of the Anaheim Union High School District as set forth by the Board of Trustees. We will enforce the rules and laws regarding weapons and dangerous items at school.

Chemicals include items that are flammable or potentially allergenic such as:nail polish, nail polish remover, body spray, perfume, cologne, hairspray, etc.

Weapons include**:** Real or fake knives of any shape or size, real or fake guns, and any other dangerous objects (lasers, poppers, fireworks, stink bombs, etc.).

The following rules apply:

* **Bringing or possessing weapons (real or “look-alike”) or dangerous objects at school may result in a 5 day suspension, transfer to another school, arrest and possible expulsion from the district.**

**Fire Alarm**

Students that:

* Willfully and maliciously tampers with, molests, injures, or breaks any fire protection equipment, fire protection installation, fire alarm apparatus, wire, or signal
* Willfully and maliciously sends, gives, transmits, or sounds any false alarm of fire, by means of any fire alarm system or signal or by any other means or methods

**Student may be suspended and fined**.

**Cell Phone**

In accordance to Board Policy 8601, students may carry a cell phone on campus, but its use is strictly prohibited on campus during the regular instructional school day except with a permission of a school employee.

Any violation of board policy will be treated as a class II infraction and disciplinary procedures are as follows:

* The cell phone will be confiscated from the student.
* The issue will be documented in Aeries for both minor and major offenses.
* Continuous cell phone offenses will result in a referral and progressive discipline will be implemented.

**Electronic Devices**

These items are disruptive and are among the most lost, stolen and broken items belonging to students.

**The school assumes no responsibility for the safety or security of any electronic device.**

**Sycamore personnel will NOT investigate the theft of these items. The Anaheim Union High School District will NOT reimburse for any lost or stolen electronic devices even if they are confiscated.** Electronic devices are restricted by the Education Code set forth by the State Department of Education.

**HEALTH RELATED ITEMS**

**Health Office**

**Available Items:**  Soap, water, ice, band aids, ace bandage, cotton gauze, cotton balls, menstrual pads.

**Items NOT available:** Alcohol, hydrogen peroxide, 1st aid ointments, eye/ear drops, bee sting relief, itch cream, wax [braces], etc. No medicines of any kind.

**Medication**

Medication should be taken at home with parent supervision whenever possible. Parents/guardians are responsible to provide medications for their child. If it is necessary for a student to take a medication during school hours, the parent/guardian must provide the school with a Medication Form completed by the student’s health care provider. These forms are available in the health office. Parents must hand deliver the medication to the health office in the original container with the appropriate label showing the name and dosage of the medication plus the name of the student printed on the label. **Under California Law, a medication form which includes dosage instructions must be completed by the parent and the physician before medication can be administered at school.**

**Injury / Illness**

If any injury or illness occurs after a student arrives at school, he/she is to report to the teacher and then to the health office. Please update new work phone, and cell numbers. In an emergency, we cannot contact parents without correct phone numbers on emergency cards.

**When your child is ill:** Please be available to pick up your child.

* Maintain a CURRENT phone number.
* He/she is not able to stay in the health office even if you are unable to leave your job. It is the parent responsibility to contact another person who is listed on the emergency card.
* Your child must be picked up from campus by a parent/guardian or emergency contact.
* Please plan accordingly with your emergency contacts.
* The adult picking the student up **MUST PRESENT PICTURE IDENTIFICATION.**

**SAFETY PROCEDURES**

**Evacuation Procedures**

Classroom emergency preparedness is a necessary function of our overall campus readiness. Students must follow the teachers’ instructions and guidance for a definitive action during an emergency.

**Earthquake:** Duck and cover until shaking stops. Evacuate as soon as it is safe, taking the safest route to the evacuation area.

**Fire**: Following your teacher’s instructions, evacuate the area taking the safest route to the evacuation area.

**Lockdown Procedures**

**Level 1:** Alert/Activity in the Neighborhood

**Level 2**: Caution/Activity adjacent to or on campus

**Level 3**: Emergency/Activity poses an imminent threat to safety

**Closed Campus**

Sycamore Junior High School is a closed campus, and **students may not leave the campus**. Students may leave campus if they are signed out by a parent or an adult designated by a parent or legal guardian. **ALL** visitors must be cleared by the main or attendance office to be on school grounds during school hours.

**MISCELLANEOUS**

**Dances**

When attending a Sycamore Junior High School dance, the student will agree to act in accordance with the rules and regulations of the school. If the rules and regulations are broken during the dance, the student will be asked to leave without a refund and proper progressive discipline protocols will be implemented by administration.

To make the dance appropriate for school and comfortable for everyone, the following dance rules and regulations will be in effect:

* **ID cards are needed to enter the dance.**
* Guidelines for dance attire are given when tickets are bought.
* Sycamore students may not invite outside guests to the dance.
* No moshing, slam dancing, or “freak” dancing, or battle dancing will be permitted.
* No body contact at all.
* No kissing, holding hands, or hugging.
* No fighting or arguing.
* No throwing or breaking items during the dance.
* Backpacks cannot be picked up until the student leaves. If a student is picked up early, they need a note ahead of time, so we can put their backpack in a different location as students won’t have access to their backpacks during the dance.
* Students who have detentions cannot attend the dance and will not be refunded.

**Students will be excluded from a dance for the following reasons:**

1. 6 or more times tardy
2. Period or day Truancy
3. Suspension

These criteria will reset from dance to dance, meaning: students can earn back the privilege of attending a dance.

Dances start at 2:30 PM and end at 4:00 PM. Parents should pick up their children immediately afterwards. The main office phones will not be available.

**Extra-Curricular Activities**

Students are encouraged to participate in extracurricular activities. Sycamore Junior High offers: After School Sports, Anaheim Achieves

Book Club, Bridges United, College Club, Girls Inc., Homework Club, National Jr. Honor Society, TGR Learning Lab, BROS, and various Other Students’ Clubs.

**Intramural Sports**

The P.E. department follow the district’s policy that a student must hold a 2.0 GPA in order to participate in intramural sports and travel with the teams. This is based upon the previous quarter/semester grade. A list will be sent around to the teachers including students who will be attending games during the school day. If a student will not be attending the game due to grades, (D, F), they will be notified by the teacher or the coach.

**Quarter 1:** Girls Volleyball, Boys Tennis and Flag Football.

**Quarter 2:** Boys Basketball, Girls Tennis and Girls Soccer

**Quarter 3:** Boys & Girls Cross Country, Boys Soccer and Girls Basketball

**Quarter 4:** Boys & Girls Track, Boys Volleyball and Girls Softball

**Field Trip**

In the event of an *elective field trip* (i.e. not listed specifically in the standards and/or an assignment for which the student will receive a grade) a student may lose the privilege of attending either if said student’s current grade is below average (D, F) or if citizenship is unacceptable.

**ID Cards**

**Students MUST carry their student identification cards with them at all times.**

* School ID cards are school property and must not be defaced, tagged,altered, or covered with stickers.
* Lost, stolen, altered, damaged, and defaced ID cards must be replaced through the AP’s office.
* Cost forreplacement is $ 5.00

**Forgotten Materials/ Missing Supplies/ Homework Brought In By Parents**

It is the students’ responsibility to remember their books, lunch, PE clothes and assignments and not to ask parents to bring missing supplies to school**. In an emergency,** parents may leave items in the office for students to pick up during a passing period or at lunch. If the parent brings items for their student, a Personal Property Delivery Form must be completed and attached to the items to be picked up. There will be no interruption of classroom instruction to deliver forgotten items. **No deliveries will be made to students during instructional time.**

**Campus Cleanliness**

The school is our shared environment. Our school’s reputation in the neighborhood and with visitors is largely determined by our campus appearance. **All students are expected to help keep the campus clean**. While eating lunch, students must stay within the lunch areas and deposit all trash in the proper place.

**After School Supervision**

Students’ dismissal is monitored. Campus closes at 2:30 pm. (12:30 pm on minimum days.) Students attending a supervised activity such as: detention, work-study, sports, Academic Support, Anaheim Achieves, clubs meeting, etc. **MUST** be at their destinations by 2:30 pm. Students are allowed to attend Intramural Sports Tournaments, but are not permitted to attend their practices. **All students who are not attending a supervised after school activity must leave campus promptly**

**Bicycles/Skateboards/Scooters**

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

* According the law, all students are expected to wear bicycle helmets to and from school.
* Students must stay on the designated bike paths. Bicycles must not be ridden on school grounds. It is mandatory to walk a bike on and off campus.
* Bicycles must be put inside the bicycle racks and locked up individually and not stored in teacher classrooms.
* Sharing a lock is not permitted.
* Bicycle/skateboards racks are off limits except when parking and picking up bikes/skateboards.

**Birthdays/Holidays**

Please do not bring flowers, balloons or treats of any kind for students. These items are a distraction on campus and in the classroom. Birthday/Holiday items will not be allowed on campus. All items will be held in the AP’s office and students can pick up the items after school.

**Lost And Found**

Each year a large number of items are turned into the office. If they are marked with a student’s name, we return them. If there is no identification, they are placed into a lost and found container. Students or family members may come to the office to ask for lost items. At the end of each quarter, unclaimed items are donated to a charitable organization.

**Personal Property**

You are discouraged from bringing to school any personal property which is not directly related to your instructional program. Further, you should not bring personal items such as watches, jewelry, or clothing which are fragile, expensive or possible obstructions to the instructional program. The school will not be responsible for any student’s personal property which is lost, stolen, or damaged.

Technology devices such as cell phones, radios, tape players/recorders, IPod/Mp3 players, IPad, beepers/pagers, laser pointers, cameras, or recording devices of any kind are not appropriate for school and should not be brought to school. Failure to adhere to this policy will result in confiscation of the items and a referral will be issued.

**Selling Items At School**

The selling of candy, food, and/or any kind of item or property by any student or group not authorized by administration is **not** permitted on school grounds, or at any school-sponsored event.

 