

BVMS

Student Handbook



ATTENDANCE POLICY

Absences must be reported daily on our Attendance Hotline 294-6601.

Homework and class assignments can be found on each teacher's website. Students and parents are encouraged to check the sites for assignments when a student is absent. Students will have 2 days for every day absent to make up the work they missed while absent.

The following notifications will help keep parents informed about their child's attendance and the consequences of excessive absences:

1. The school's attendance clerk will verify the reason for an absence during the school day.
2. If the attendance clerk is unable to make contact during the school day, the automated dialing system will be set to call in the afternoon/evening.
3. An Attendance letter will be sent home after 3, 6, and/or 9 unexcused absences which will review the importance of student attendance and list the potential consequences for continued unexcused absences.

CELL PHONES/ELECTRONIC EQUIPMENT

Cell phones are allowed; however, they must be turned off and out of sight while the student is on campus. An exception to this is the use of electronic devices, including cell phones, at the discretion of the teacher for instructional purposes only. If a student uses a cell phone for an unauthorized purpose, it will be confiscated. Confiscated cell phones will be held in the front office for parents to pick up. The school and the district are not responsible for damage or loss of confiscated cell phones. Continued violation of the cell phone policy will result in disciplinary action. If there is an emergency during the day students may use the phone in the office or classroom. Parents that need to reach their children during the school day are to call the office. Students may use their cell phones once they have exited the school gates.

Electronic devices that students bring to school are to be turned off and out of sight, unless the teacher authorizes its use for instructional purposes only. School is not responsible for theft, loss, or damage of cell phones, or other prohibited equipment.

POSITIVE BEHAVIOR SUPPORTS

Maintaining a safe and effective learning environment also requires consistent and clear expectations and consequences for inappropriate behaviors. A "Common Sense" assembly is held at the beginning of the year to identify and explain the school rules to our students. Updates and reminders are given throughout the year, as needed.

DISCIPLINE POLICY

Maintaining a safe, engaging, and effective learning environment requires consistent and clear behavior expectations. An assembly is held at the beginning of the year to define and explain the campus-wide behavior expectations. Expectations are reviewed continually throughout the year to support students in making positive behavior choices. When behaviors exceed expectations, students are recognized with "Hawk-Eye" awards. Our goal is to focus on positive behavior and to support and maintain a safe and nurturing learning environment. In the event that behavior expectations are not met, consequences will be assigned.

Consequences

Behavior consequences will be on a point system. All students begin the year without discipline points and accrue discipline points with each incident during the school year. Once earned, discipline points remain for the duration of the school year. A referral to the office that results in a lunch duty or before/after school detention will be issued 1 discipline point. If a student receives an on-campus suspension, they will be issued 2 discipline points. An off-campus suspension will be 3 discipline points.

If a student accrues 2 or more discipline points within 30 school days of a school activity, he/she will not be allowed to participate in that activity.

8th Grade Students' End of the Year Activities

In order to be able to attend all 8th grade end of the year activities, students must follow behavior expectations. Students who accrue the following number of discipline points will not be eligible to participate in celebratory activities:

- Knott's Trip- 12 or more discipline points
- Dance Party – 14 or more discipline points
- Promotion Recognition Assembly- 20 or more discipline points

6th and 7th Grade Students' End of the Year Activities

In order to be able to attend the end of the year activities, students must have less than 12 discipline points. Unfortunately, students cannot work off discipline points once they are earned. Students may make an appointment with their counselor to receive an updated discipline report. Students will be informed of their current status when they meet with the assistant principal.

DRESS CODE POLICY – TVUSD Administrative Regulation (AR 5132a)

In cooperation with teachers, students and parents/guardians, the principal or designee shall regularly review the following District regulations and may establish additional school rules governing dress and grooming. It is the intent of this regulation to establish dress and grooming standards acceptable to the school environment. Violations of the dress and grooming regulations will result in immediate removal of the student from the school setting to change into appropriate clothing. Parents shall be notified of dress and grooming violations. Any subsequent dress and grooming violations will be considered for appropriate discipline. Repeated violations will be considered defiance and referred for appropriate disciplinary action. Any absences due to dress and grooming violations are unexcused for attendance purposes pursuant to Board Policy 5113.

1. Shoes must be worn at all times. For kindergarten through eighth grade, sandals must have heel straps. Thongs or backless shoes or sandals are not acceptable.
2. Clothing, jewelry and accessories, such as backpacks or notebooks, shall be free of writing, pictures or other insignia which are crude, vulgar, profane, provocative, or sexually suggestive; neither may the advocate racial, ethnic or religious prejudice or the use of drugs or alcohol.
3. Each school site shall allow for outdoor use during the school day, articles of sun-protective clothing, including, but not limited to, hats (Education Code 35183.5)

A school administrator shall withhold accessories if deemed to violate this section or to be a health or safety issue.

4. Hats shall not be altered. Hats shall be removed in the classroom or inside buildings.

Bandanas and/or headbands/sweatbands worn on the head or visible from pockets for the purpose of group identification will not be permitted. Hairnets will not be allowed.

Any individualizing of apparel that designates affiliation with gang or outside organizations will not be allowed, except with prior permission from the site administrator.

5. Clothes shall be sufficient to conceal undergarments at all times. Straps on the shoulders shall meet a minimum standard of two inches. No spaghetti straps, tube or halter tops, strapless tops, backless tops, backless with tie tops, off-the-shoulder or low-cut tops, or tops of see-through or fishnet fabric shall be allowed.

Skirts or shorts must cover to the mid-thigh. All tops must cover the top of the pant or skirt, with midriff covered at all times during normal activities.

6. Personal cleanliness, including clean hair, is expected.
7. Gang activities on the school campus are a threat to campus safety and to an individual's feelings of security. Such activities disrupt the learning environment of the school.

Any student or group of students engage in any activity that is determined to be gang related by the school administration will be dealt with through conferences, suspension, expulsion or transfer to alternative study programs. Objectionable attire includes:

- a. Wearing of gang clothing (hats, shirts, jackets) or insignias of gangs;
- b. Wearing or displaying headbands or bandannas;
- c. Any other activity or dress that indicates support or belonging to a gang. The wearing of hats, shirts, jackets or any other clothing with gang names or an individual student's name or nickname is not

permitted. However, the uniforms and auxiliary clothing of school sponsored groups and teams are acceptable campus dress.

All students have the right to feel safe and secure and to walk the campus without feeling threatened. This feeling of safety allows students to concentrate on their studies.

With Administrative approval, coaches and teachers may impose more, but not less, stringent dress requirements to accommodate the special needs of certain sports and/or classes.

No grade of a student participating in a physical education class shall be adversely affected due to the fact that the student does not wear standardized physical education apparel where the failure to wear such apparel arises from circumstances beyond the student's control. (Education Code 49066)

8. With site administrator approval, staff, students and/or parents/guardians may establish reasonable dress and grooming regulations for times when students are engaged in extracurricular or other special school activities. School related clubs, teams, or groups wearing attire such as uniforms or club/group identification shall meet all dress code requirements unless an administrative waiver is attained. Eveningwear worn for formal occasions at school sponsored events is an exception.

EARLY DISMISSAL

Since learning is a priority at BVMS, it is imperative that students attend the full school day. However, should an incident arise where a student requires an early dismissal, a student will only be checked out to an individual designated on the student's emergency contacts. The person checking the student out, must check in the front office, sign the student out, and **show a valid ID** before the student will be called out of class. We appreciate your partnership in ensuring your student receives the benefit of the full instructional day.

HARASSMENT

Harassment of students or staff, including bullying, intimidation, hazing or initiation activity, ridicule, extortion, or any other verbal, written, or physical conduct that causes or threatens to cause bodily harm or emotional suffering is not allowed and is subject to disciplinary action.

HOMEWORK POLICY

Philosophy

Homework is a valuable practice of already taught grade level standards with extension and expansion of student learning facilitated by the assignment of meaningful and manageable student work. Teachers regard homework as an important indicator of student performance, and will provide feedback and reinforcement to the student in a timely manner. Generally homework is to be done independently, or with minimal supervision. Parents are encouraged, however, to provide an appropriate setting, free of distraction to promote quality work.

Implementation

Homework may be assigned Monday through Friday evenings. Middle school students may average about 60 – 90 minutes of homework per evening. Parents are encouraged to log onto Infinite Campus for grade information, check student's planners and the teachers' websites for assignments, and communicate with the teachers through email. These are powerful tools for communication and help students be responsible and organized. Students will be expected to use the daily planner to record assignments.

LOST AND FOUND

Lost and found is maintained in the office for the collection of items found on campus.

If you lose something, you should report to the office and ask to be admitted to the lost and found. For items lost in PE, report to the PE office.

Items left for extended periods will be given to charity. Lost textbooks will be turned in to the Library.

MESSAGES AND FORGOTTEN ITEMS

If you bring an item your child has forgotten (a book, PE clothes, lunches, homework, or projects), it will be placed on a table in the front office. It is the student's responsibility to check the table during break, lunch, and passing periods for these items. We will not call the classrooms for messages or forgotten items as this will interrupt instruction.

SECURITY ON CAMPUS

BVMS is a closed campus. All visitors **MUST** sign in at the office. Students must be signed in and out through the office by a parent, guardian or an authorized person identified on the emergency card.

STUDENTS' PERSONAL PROPERTY

Items such as scooters, skateboards, stuffed animals, and toys are not allowed at school. Students must have special teacher permission to bring unusual items to school and these items must have a curriculum based reason to be brought to school.

The school furnishes adequate play equipment. In order to prevent their loss or misplacement, it is recommended that items of this type not be brought to school.

STUDENT PLANNERS

Each student will be given a student planner at the beginning of the school year to document homework assignments and school events. The planner should be brought to school and used daily. Replacement student planners are available for purchase in the school library.

TARDIES

Students are to be in their classroom when the tardy bell rings. Students who are tardy to school must check in at the attendance desk. Students who are repeatedly tardy will be issued consequences.

Note: According to the California State Education Code, three unexcused tardies (30 minutes) are considered trancies.