

CAPISTRANO UNIFIED SCHOOL DISTRICT

High School Disciplinary Policies and Procedures

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CAPISTRANO UNIFIED SCHOOL DISTRICT

Disciplinary Policies and Procedures

Our goal in Capistrano Unified School District (CUSD) is to help each student become a positive and responsible citizen. We know that students will work toward this goal by respecting the rights of others, respecting personal and school property, and by practicing acceptable behavior. The following rules and regulations are in effect on or near school grounds, off campus during school hours, at school-sponsored functions, and while on the way to or from school or school activities. Assistant Principals may at times find it necessary to add or subtract from the disciplinary policies described in this handbook in order to ensure progressive discipline and overall consistency and fairness. Unless otherwise noted, the discipline consequences apply for the entire current school year.

Levels of Disciplinary Interventions

The level of disciplinary consequence is determined by the specific infraction.

Level 1 –	Warning
Level 2 –	Teacher –assigned detention
Level 3 –	Afternoon School Detention, Parent notification/possible Behavior Contract
Level 4 –	Saturday School possible Behavior Contract/step advancement.
Level 5 –	Behavior Contract established (if not already in place)/Parent contact/Behavior Contract step advancement (if already in place). Possible SST initiated
Level 6 –	Suspension (1-5 days) and Parent conference/Behavior Contract/step advancement: Possible SST initiated. Referral to counselor
Level 7 –	Involuntary school transfer (parent appeal per Board Policy 5152)
Level 8 –	Recommend expulsion/involuntary school transfer (parent appeal per Board Policy 5152)

Note: Any student who is suspended from school may not be on campus or attend school-related activities while on suspension. Any student who is involuntarily transferred to an alternative educational site may not attend comprehensive high school activities, or be on the campus of the school from which they were suspended.

ALTERNATIVE TO SUSPENSION (ATS) PROGRAM

The CUSD ATS program is an off-site District-operated classroom for students who are suspended for Education Code §48900 violations. The students are under the supervision of credentialed teachers and counselors who will present a curriculum that offers a proactive, therapeutic approach to instilling the skills, habits and behaviors necessary to be successful in school and life.

Students who successfully complete the program will not reflect a suspension from school on their attendance record unless the student is pending expulsion.

ACADEMIC INTEGRITY

CUSD students, teachers, administrators and parents are encouraged to base relationships on a fundamental notion of trust. With trust comes the ability to establish productive staff-student-parent relationships. Therefore, academic dishonesty (“cheating”), in any form (including students working together in pairs or groups unless specifically directed to do so by the teacher) will not be tolerated. Cheating undermines the academic process, destroys students’ integrity, and shatters the trust necessary for productive relationships.

Teachers are often required to indicate violations of Academic Integrity on college applications and recommendation forms. Teachers may also refuse to write letters of recommendation for students who violate this policy.

The acts of academic dishonesty listed below will be dealt with in the manner outlined. Accordingly, academic and citizenship penalties,(which may include suspension) may occur. All parties involved are subject to the same consequences. Assistant Principals log all incidents of academic dishonesty in the student's discipline file, and consequences will be issued on a cumulative school-wide basis. Acts of academic dishonesty are defined below:

Cheating on Test, Quiz, Project, Homework, Classwork or Major Assignment

Intentional giving or using assistance relating to an exam, test, quiz, project, or major assignment without the expressed permission of the teacher, including working in pairs or groups, or misuse of any form of technology. These acts include use of crib sheets, programmed information on electronic devices, calculators when not permitted, etc.

Consequences:

1st incident:

1. Disciplinary consequence assigned.
2. Receive a referral to Assistant Principal and incident (minimum Level 3) logged in student's discipline.
3. Teacher will notify parent/guardian.
4. Receive a zero on the assignment, which will be averaged into the student's overall grade.
5. Behavior Contract initiated or contract step advancement.

2nd incident:

1. Disciplinary consequence assigned.
2. Receive a referral to Assistant Principal and incident logged in student's discipline.
3. Parent/guardian notified by teacher or AP.
4. Grade may not be above "C" and a "U" in citizenship for the semester.
5. Behavior Contract step advancement.

Fabrication/ Plagiarism

This includes any falsification or invention of data, citation, or other authority in an academic exercise and intentional use of another's words, ideas, or work as one's own. Plagiarism includes the misuse of published material and unpublished work of others, e.g. projects, lab, internet information.

Same consequences as above for cheating on test/quiz/project or major assignment.

Alteration of Materials

Any unauthorized taking, alteration, or distribution of student or teacher materials.

Consequences:

1st incident:

1. Minimum Level 4 (depending on severity).
2. Receive a referral to Assistant Principal and incident logged in student's discipline.
3. Parent/guardian notified.
4. Behavior Contract initiated or step advancement.

2nd incident:

1. Minimum of Level 6 Suspension.
2. Receive a referral to Assistant Principal and incident logged in student's discipline.
3. Parent/guardian notified.
4. The student will receive a zero on the assignment and a "U" in citizenship for the semester.
5. Possible recommendation for transfer to alternative education program, if applicable.

ASSEMBLY/ACTIVITY MISCONDUCT

Assemblies, pep rallies, and activities are produced by the Associated Student Body to increase school spirit, provide positive motivation, and increase awareness of issues facing students today. During these events, many students are congregated in one area; therefore, each student is expected to be on his/her best behavior. Students are expected to participate positively at the assembly, rally, or activity and not behave in any manner that would detract from the purposes of the event (e.g., heckling, talking, laser pens, throwing objects, etc.). Attendance at assemblies and rallies is mandatory unless otherwise specifically stated, and roll is taken by the classroom teacher before and after the assembly/rallies. Any student not in the assembly/rally or not reporting back to class is considered truant.

Consequences:

The minimum consequence of the first incident is placement at Level 3 in addition to removal from the assembly, rally or activity.

ATTENDANCE/TRUANCY

Please see the detailed Attendance Procedures included in this handbook for an explanation of a truant. According to Education Code and CUSD Board policy, a student is considered a truant after three (3) unexcused period absences. A student may also be involuntarily transferred for excessive unexcused absences.

A parent or legal guardian may excuse a student for absences, but this must be done within 72 hours of the absence or the student will be considered truant. Please refer to the school's website for attendance contact information.

CUSD students are encouraged to attend all classes on a regular basis. Regular attendance will help the student have a more successful school year. Parents are encouraged to maintain regular contact with the attendance office staff regarding absences.

Tardy

Any student who arrives to class after the bell, but less than 30 minutes late, will be considered tardy. Students who arrive to class late create a disruption regardless of the reason. As a result, parents are unable to clear a tardy. Students who arrive at school after the bell but less than 30 minutes late should proceed directly to class. Those who are more than 30 minutes late should be marked absent by the teacher and will need a pass from the attendance office. Per Education Code, all rules pertaining to unexcused absences will apply to a tardy of thirty minutes or more. In the event that a tardy results from a meeting/ interaction with a staff member, that tardy may be excused, depending on the circumstance.

Consequences:

1st Action	Student notified by teacher, possible teacher detention, teacher may notify parent.
2nd Action	Student notified by teacher, possible teacher detention, teacher may notify parent.
3rd Action	Teacher notifies student, teacher detention assigned, teacher notifies parent.
4th Action	Teacher notifies student, teacher detention assigned, teacher notifies parent.
5th Action	Teacher notifies parent, referral to office, Afternoon School assigned.
6th Action	Teacher notifies parent, referral to office, Afternoon School assigned, possible parent conference.
7th Action	Teacher notifies student, referral to office, Saturday School assigned.
8th Action	Teacher notifies student, referral to office, Saturday School assigned, and student is placed on a Behavior Contract.
9th Action	Additional Saturday School and Behavior Contract progression. If in zero period, the student will be transferred out of zero period into an alternate schedule.

Excused Absences

To excuse an absence either contact the 24-hour attendance phone line or email us (info above). Please provide the student's name and grade, your name, absence date, and a reason for the absence. Per California Education Code 48205, parents may excuse their child for the following:

- Illness
- Medical Appointment
- Court Appointment
- Religious Event
- College Visits (with administrative pre-approval)

Truants/Unexcused Absences

Students who are on campus but miss their assigned class without permission from school staff are considered truant. Also, those who leave campus without a special excuse pass from the office, miss school for reasons other than those listed as excused absences above, or have an absence that remains unexcused after 72 hours will be recorded as truant. Discipline may be administered in each of these cases.

Unexcused absences includes all absences not identified under excused absences. Examples of unexcused absences include: vacations (without an independent study contract); staying home to visit with friends or family.

A total of three days of unexcused absences or truancies can trigger the School Attendance Review (SARB) process. Parents will be sent a letter notifying them that their child is habitually unexcused/truant.

Additional unexcused absences/truancies will prompt a mandatory meeting with the District Attorney's office and potential prosecution.

Consequences:

The minimum consequence of the first incident is placement at Level 3.

Excessive Illnesses

When a student has had 14 absences in the school year for illness, any further absence for illness shall be verified by a physician (BP 5112).

Leaving School Early for the Day

The school is responsible for students once they arrive to school in the morning until after the dismissal bell. Any student who needs to leave school before the end of the instructional day must check out through the attendance office. Our staff will need permission from a parent/guardian before the student can leave campus; this can be via email or fax with parents identification. The student will be provided with a *Special Excuse* pass and should have this in or her possession before leaving campus. Without this pass, the student may be considered truant. Once a student has been issued their pass or “called out,” they must leave campus at the designated time.

BUS REFERRAL

The District provides bus services as part of its commitment to transport students to and from school. It is critical that each student behaves in a manner that is in accordance with all school rules, is safe, and does not hinder the bus driver. Students are expected to respect the authority of the bus driver as a school official. This standard of acceptable behavior begins when the student arrives at the bus stop.

Consequences:

The minimum consequence of the first incident is placement at Level 1, plus a possible bus suspension.

BULLYING/CYBER BULLYING

The Board strives to provide a safe and positive learning climate for students in the schools. Therefore, it shall be the policy of CUSD to maintain an educational environment in which bullying and cyber-bullying in any form are not tolerated. All forms of bullying and cyber-bullying by CUSD students are hereby prohibited. Anyone who engages in bullying and cyber-bullying in violation of this policy shall be subject to appropriate discipline. Students who have been bullied or cyber-bullied shall promptly report such incidents to any staff member. Complaints of bullying and cyber bullying shall be investigated promptly and corrective action shall be taken when a complaint is verified. Neither reprisals nor retaliation shall occur as a result of the submission of a complaint.

Consequences:

May include, but are not limited to: loss of CUSD computer privileges, detention, suspension or expulsion. Law enforcement may be notified.

DANCES

Dress Code - School dress code applies to dances. Students dressed inappropriately may not enter the dance. Parents will be called and may bring appropriate clothes or students may go home with parent permission.

All students and guests may be required to take a breathalyzer test before entering the dance.

Students who dance inappropriately will receive a “time-out” and documented warning. On the second offense, the student will be sent home.

DEFIANCE OF AUTHORITY

Students are expected to follow the valid authority of supervisors, teachers, administrators, or other school staff without delay. A student may appeal the decision later by speaking with his/her Assistant Principal, but the student is expected to first follow the directive of the staff member. It is also considered a defiance of authority

if a student willfully disrupts any school activity or willfully misleads or misrepresents the truth. Failure to serve assigned disciplinary consequences constitutes defiance of authority

Consequences: The minimum consequence of the first incident is placement at Level 3.

Defiance/Disrespect of Teacher/Classroom Disruption

Students are expected to respect and follow teachers directives without delay. Students are expected to participate in classrooms without disrupting the educational environment or creating a disturbance that may affect the teacher or other students.

Consequences:

The minimum consequence of the first incident is placement at Level 3 and possible Behavior Contract/step increase.

Note: Teachers have the option to insist on a maximum of a two-day classroom suspension at any time. Parent contact is required by the teacher.

Detention Defiance

Consequences:

Students who fail to serve After School Detention Defiance may be assigned Saturday school.

Saturday School Defiance

Students who fail to serve assigned Saturday school detentions will receive the following consequences:

Consequences:

- 1st** Saturday School reassigned.
- 2nd** Possible Behavior Contract/step advancement.
- 3rd** Suspension/ATS

DISRUPTIVE ACTIVITY

Horseplay

All students are expected to be responsible for their behavior and respectful towards other students, staff, school facilities and equipment. Horseplay is not permitted. Any damage incurred will be considered vandalism and subject to restitution.

Consequences:

The minimum consequence of the first incident is placement at Level 3.

Laser Pointer

Laser pointers are dangerous and are not allowed at school.

Consequences:

The minimum consequence for the first incident of possession a laser pointer is placement at Level 4. Shining the laser directly at someone results in a consequence greater than Level 4.

Serious Disruption of the Learning Environment

Students are expected to participate in school without disrupting the educational environment or creating a disturbance for themselves or others.

Consequences:

The minimum consequence of the first incident is placement at Level 6 and possible recommendation for involuntary transfer depending on the seriousness of the disruption.

DRESS CODE

The Board has established a dress code to provide a safe and unhindered learning environment for all CUSD students. With the District’s policy as a basis, all schools have established a campus-appropriate dress standard. A student must relinquish any offending article of clothing or accessory, including hats/beanies. The school is not responsible for the loss of any confiscated item. At the first incident, a student will be offered the use of a “loaner” garment if available and the parent will be notified. For subsequent incidents, the parent will be contacted to provide an appropriate change of clothing and student will be assigned an Afternoon School. It is up to the discretion of the Assistant Principal to release the confiscated item to the parent or the student but only at the end of the school day. Items considered dangerous or items confiscated two or more times will only be returned to parents or may be returned after a 48-hour hold and an Afternoon School will be assigned. See the District policy (BP 5142) and administrative regulation AR 5.14 for more detailed information.

Consequences:

Change in garment, and based on incident:

- 1st Warning and change in garment.
- 2nd Afternoon School assigned/parent notification.
- 3rd Afternoon School assigned/parent notification.
- 4th Saturday School assigned. Behavior contract step advancement.
- 5th Student meets with Assistant Principal. Behavior contract assigned/step advancement.
- 6th One day suspension for defiance. Behavior contract step advancement.

DRIVING/PARKING VIOLATIONS

For the safety of all, anyone using the parking facilities and roadways on campus must abide by the rules and regulations stated on the Parking Information and Application. Parents and students are expected to abide by all traffic rules and follow directions of school personnel, as safety is our top priority.

Consequences:

The minimum consequence of a student’s first incident is placement at Level 3. On the second incident the consequence will be loss of parking privileges for the remainder of the year. Refunds for permits will not be given.

Reckless driving or other serious driving violations will be decided by the student’s administrator and may include suspension and/or loss of parking permit at first offense.

DRUG, ALCOHOL AND CONTROLLED SUBSTANCES

Use, possession or under the influence of an illegal/controlled substance, alcohol, intoxicant, or possession of paraphernalia

The Board recognizes its role in the effort to keep District schools free of alcohol, and other drugs. It is well

known that the use of these substances adversely affects a student's ability to achieve academic success, is physically and emotionally harmful and has serious medical and legal consequences.

The Board desires that every effort be made to reduce the chances that our students will begin or continue the use of alcohol, tobacco, and other drugs. Use of alcohol, or tobacco, like any other controlled substance, is illegal for minors.

This rule may include but is not limited to any form of alcohol, drugs, inhalants, salvia, edibles, vaporizers, and/or "look-a-likes."

Consequences:

1st incident - Immediate 5-day suspension or alternative to suspension, parent notification, and possible recommendation for district expulsion; possible school transfer or extended suspension pending expulsion proceedings. Placement on step four of behavior contract. Notification of law enforcement.

Drug dealing, negotiating for sale, distribution, or furnishing of prescription medication, or a controlled substance According to Education Code §48915, sales of drugs is a mandatory recommendation for expulsion. This rule also applies to but is not limited to any form of alcohol, drugs, including prescription drugs.

Consequences:

1st incident - Immediate 5-day suspension or Alternative to Suspension program, notification of law enforcement, and recommendation for District expulsion.

ELECTRONIC DEVICES

While students may bring electronic devices on campus, these devices must be turned off during class time unless approved by the teacher (including tutorial). Misuse of electronic devices may cause devices to be confiscated. The school is not responsible for damage or loss of electronic devices.

Consequences:

The minimum consequence for a first offense is placement at Level 1. On the first incident, students may pick up their electronic device at the end of the school day at the attendance office. Consequences for continued violation:

- 1st Warning. Item returned.
- 2nd Afternoon School assigned/parent notification. 48-hour hold of item or parent pick-up.
- 3rd Afternoon School assigned/parent notification. 48-hour hold or parent pick-up.
- 4th Saturday School assigned. Behavior contract step advancement. Parent must claim item.
- 5th Student meets with Assistant Principal. Behavior contract assigned/ and possible step advancement. Item could be kept for the rest of the semester.
- 6th and beyond One day suspension for defiance. Behavior contract step advancement.

Note: Having visible access to a cellular phone or any other electronic device during a quiz or test will be considered a violation of the school academic integrity policy. See the school policy (included in this handbook under Academic Integrity Policy) for more detailed information.

Note: Students who take inappropriate photographs or videos of students, teachers or staff on school grounds are subject to disciplinary consequences. The minimum consequence for a first offense is placement at Level 3.

EXTORTION

Any attempt to seize personal property or money from another person by threat or force.

Consequences:

The minimum consequence of the first incident is placement at Level 6 in addition to law enforcement notification.

FALSE FIRE ALARM

Fire alarms are intended to protect the safety of everyone on campus. It is imperative that the alarms are pulled exclusively for fire evacuation or disaster situations. Tampering, destroying or disrupting the fire protection system on campus is considered a violation of this policy. Any damage incurred will be considered vandalism and subject to restitution.

Consequences:

The minimum consequence of the first incident is placement at Level 6 in addition to law enforcement and fire marshal notification.

FIGHTING/ASSAULT/HARASSMENT/THREAT

Any attempt, threat, or act of physically, emotionally, or sexually harassing another student is unacceptable. Emotional and physical well-being is a basic right of every individual on campus and all students and staff are expected to respect this basic right. Any physical contact with students is not acceptable. Regardless if a student is an aggressor or not, students who engage in physical contact will be considered mutual combatants and will receive disciplinary consequences. Students are expected to exhaust every resource to achieve a peaceful resolution to a conflict including but not limited to walking away, conflict resolution, or involving a staff member.

Consequences:

The minimum consequence of the first incident is placement at Level 6. The minimum consequence of the second incident may result in a recommendation for school transfer or expulsion.

Fighting in a Group

Students must not participate, plan, or engage in any type of fighting when more than two people are involved. Students are especially expected to stay out of fights that are in progress.

Consequences:

The minimum consequence of the first incident is placement at Level 7. Students must not be present at a fight, or go to a fight with the intention to “back-up” or support an active participant.

FIREWORKS OR POSSESSION OF OTHER EXPLOSIVES

Explosives

Explosives are extremely dangerous and must not be on campus at any time. Any student in violation of this rule may be recommended for expulsion and reported to law enforcement.

Consequences:

The minimum consequence of the first incident is placement at Level 6 in addition to law enforcement and fire marshal notification.

Fireworks

Fireworks are extremely dangerous and must not be on campus at any time. Any student in violation of this rule may be recommended for expulsion and reported to law enforcement.

Consequences:

The minimum consequence of the first incident is placement at Level 4-in addition to possible law enforcement and fire marshal notification.

Incendiary Devices

Possession of a lighter, matches, or other such incendiary devices will result in an Afternoon School assignment.

Consequences: The minimum consequence of the first incident is placement at Level 4.

FRAUDULENT TELEPHONE CALLS/WRITTEN MATERIAL

CUSD practices a policy whereby parents can call into the school and excuse their son or daughter from an absence. Any attempt to falsify the authority of a parent in order to excuse a student's absence is considered fraud. Any written document where a student falsifies the authorizing signature is considered fraud. In addition, any attempt to produce fraudulent documents including but not limited to school identification (ID) cards or parking permits may result in suspension from school. These consequences apply not only to the person committing the fraudulent act, but also to the student(s) whom the fraudulent act benefits. Only parents or legal guardian may request a "Special Excuse" slip to get their student off campus.

Consequences:

The minimum consequence of the first incident is placement at Level 4 and a Behavior Contract

GANG RELATED ACTIVITY

Students must refrain from any activity associated with gang-related behavior. Examples include but are not limited to "flying colors," throwing hand signs, depicting gang-related graffiti or drawing in books, notebooks, or backpacks, repeated incidents of wearing gang-related clothing/"dressing down," or any other behavior that glorifies gang affiliation.

Consequences:

The minimum consequence of the first incident is placement at Level 4 in addition to notification to local law enforcement gang prevention units.

HAZING

Engaged in, or attempted to engage in, hazing. For purposes of this subdivision, "hazing" means a method of initiation or pre-initiation into a pupil organization or body, whether or not the organization or body is officially recognized by an educational institution, which is likely to cause serious bodily injury or personal degradation

or disgrace resulting in physical or mental harm to a former, current, or prospective pupil. "Hazing" **does** include athletic events or school-sanctioned events.

Consequences:

The minimum consequence of the first incident is placement at Level 6.

IDENTIFICATION CARD

Students are expected to carry their school ID with them on campus during school hours and at all school events and activities. When asked by a staff member, students must present their ID card immediately. If a student loses the card, he/she must see the Activities Clerk for a replacement card (a fee may apply). Students are expected to keep their card in acceptable condition and not alter their card in any way.

Consequences:

The minimum consequence of the first incident is placement at Level 3.

LITTERING /THROWING FOOD

All students are responsible for the cleanliness of the campus. A student is considered to have littered if he/she leaves an area where trash has been left, whether or not it is his or her trash. Throwing food (or any objects) is never acceptable and is very dangerous. It is expected that students walk to a trashcan and drop trash into the can. This includes biodegradable items. Any intentional throwing of food which defaces school property will be considered an act of vandalism and subject to restitution.

Consequences:

The minimum consequence of the first incident is placement at Level 3.

Note: Groups of students who litter an area as a group may be asked to leave an area for a specified amount of time. Any student who returns to the area in defiance of authority and is punished accordingly.

LYING TO A STAFF MEMBER/WITHHOLDING INFORMATION

All students are expected to tell the truth when asked a question. The act of deliberately withholding information to deter an investigation is considered lying.

Consequences:

The minimum consequence of the first incident is placement at Level 3.

MEDICATIONS: OVER-THE-COUNTER AND PRESCRIPTION

All medications, over-the-counter (OTC) and prescription, must be processed through the School Health Office. OTC and prescription drugs may only be administered per doctor's² orders via the Medication Authorization Form (completed by the parent and health care provider). Students in possession of medication without authorization will be subject to disciplinary actions.

OUT OF BOUNDS /OFF CAMPUS WITHOUT A PASS

All CUSD high schools are closed campuses for all students. Once a student arrives on campus they are to remain on campus. During school hours (including tutorial, break, and lunch), a student is out of bounds if he/she travels into restricted areas. Students are not allowed at the football stadium or athletic fields unless

accompanied by a teacher. Students are not permitted to be in the parking lot at any time unless arriving to or leaving from campus. If the student's schedule permits it, he/she may receive an off-campus sticker to be placed on his/her school ID card. This sticker will verify to the campus supervisors that the student may leave upon completion of his/her last class period of the day. Students must present ID with sticker to leave campus.

Consequences:

The minimum consequence at first incident is placement at Level 3. Per Board Policy 5154(a), school officials may search individual students when there is reasonable suspicion that the search will uncover evidence that the student is violating the law or rules of the school or the District.

OTHER MEANS OF CORRECTION

Existing law provides that a pupil shall not be suspended from school, or recommended for expulsion, unless the superintendent of the school district, principal of the school in which the pupil is enrolled, or principal designee, has determined that the pupil has committed a specified act violation Education Code 48900 of Education Code 48915.

Existing law requires the imposition of suspension only when other means of correction fail to bring about proper conduct but authorizes the suspension of a pupil, including an individual with exceptional needs, upon a first offense if the principal designee, principal, or superintendent of schools determines that specified offenses were committed or that the pupil's presence causes a danger to persons or property or threatens to disrupt the instructional process.

OUT OF CLASS WITHOUT A PASS/HALL PASS ABUSE/OUT OF TUTORIAL

Any student out of class must have a valid hall pass and a valid reason to be out of class. Student aides must not be out of class without a specific purpose and pass. Any students talking with friends, loitering, or in an area determined to be out of the route of his/her specific purpose is considered abusing the hall pass. Only the current school-wide pass and/or hall pass signed by the teacher with the current date and time and student's name will be accepted as a valid hall pass. Only one student may be out of a class at any one time and he/she must visibly carry the current school-wide hall pass from the teacher. If more than one student needs to be out of class at the same time, the extra students must carry a handwritten, and dated, hall pass issued by the teacher. Vending machines may not be used during class time.

Consequences:

The minimum consequence of the first incident is placement at Level 2.

PHYSICAL ASSAULT AGAINST A STAFF MEMBER

Students are expected to treat staff with utmost respect and submit to their authority immediately. If a problem arises, students are encouraged to speak to their assigned Assistant Principal, the school counselor, and/or seek conflict mediation.

Consequences:

The minimum consequence of the first incident is placement at Level 6.

PROFANITY/VULGARITY

Students are expected to use appropriate language and refrain from gestures that are obscene or vulgar while at

school or during school events and activities.

Consequences:

The minimum consequence of the first incident is placement at Level 3.

Profanity Directed Towards a Staff Member

Students are expected to use appropriate language and refrain from gestures that are obscene and/or vulgar while addressing all school staff members.

Consequences:

The minimum consequence of the first incident is placement at Level 4.

RACISM

While students are welcome to express their ethnic diversity and cultural differences, it is unacceptable for a student to discriminate or persecute another student or staff member either verbally or written on the basis of race.

Consequences:

The minimum consequence of the first incident is placement at Level 4.

SEXUAL HARASSMENT

Students and staff have a right to feel safe and free from any unwelcome sexual advances, requests for sexual favors, and other verbal, visual, or physical conduct of a sexual nature, possession of pornographic photos/pictures, including photos/pictures on cell phones or electronic devices. (Further information and explanations are defined in CUSD's Board Policy 5183).

Consequences:

The minimum consequence of the first incident is placement at Level 46 in addition to a report of sexual harassment to the District.

SKATEBOARDING

The act of skateboarding is not allowed on the high school campus at any time. Motorized skateboards are not allowed on campus at any time. We understand that skateboarding is a reasonable form of transportation for many students; however, the high school has no facilities to store skateboards. Furthermore, skateboarding on campus represents a dangerous risk of injury and damage to property. The high school is not responsible for any damage or loss of skateboards, or personal injury from skateboarding.

Consequences:

The minimum consequence of the first incident is placement at Level 3 and confiscation of the skateboard.

TECHNOLOGY VIOLATION

All students will follow all rules, regulations, and guidelines in the student Acceptable Use of Technology AR 6.7 which can be found on the district webpage.

Consequences:

Violations of the Acceptable Use of Technology Agreement are outlined in that agreement. Consequences can include all levels of discipline from 1 to 6 and may include referral to law enforcement in cases where laws have been violated.

TERRORIST THREATS

Any statement (verbal, written, electronic or otherwise) which willfully threatens a crime that could result in death, great bodily injury to another person, or destruction of school property (in excess of \$1,000), with the specific intent that the statement is to be taken as a threat (even if there is no intent to actually carry out the act) constitutes a terrorist threat.

Consequences:

The minimum consequence of the first incident is placement at Level 6 and possible recommendation for district expulsion in addition to law enforcement notification.

THEFT

Possession of stolen property, the attempt to steal, or the act of stealing school or personal property will result in a possible district expulsion and involvement of law enforcement.

Consequences:

The minimum consequence of the first incident is placement at Level 46 in addition to restitution, possible law enforcement notification, and placement on a Behavior Contract.

TOBACCO: PRODUCTS, PARAPHERNALIA, DEVICES

Tobacco use or possession (including sales) of tobacco products, tobacco paraphernalia, nicotine delivery device, electronic vaporizing device.

According to District Policy, State Law, and Education Code, no student may possess or use tobacco, nicotine, electronic vaporizing device on school grounds at any time.

Consequences:

The minimum consequence of the first incident for possession or use is confiscation and placement at Level 4 with possible notification of law enforcement and citation. Behavior Contract established or step advancement.

TRESPASSING

Students may not enter other school campuses during school hours without permission.

Consequences:

The minimum consequence for the first incident is placement at Level 4.

UNSAFE CROSSING

For safety reasons, everyone is asked to follow the established drop-off and pick-up procedure. Students crossing the street illegally put themselves and others in danger. Students must cross the street at established by staff personnel.

Consequences:

The minimum consequence of the first violation is placement at Level 3

VANDALISM

Vandalism or Defacing School or Personal Property by any Means

Students are expected to participate in keeping the campus clean and free from any type of graffiti. Any student involved in the defacing of school or personal property, directly or indirectly, is considered to be vandalizing. Any damage incurred will be considered vandalism and subject to restitution.

Consequences:

The minimum consequence of the first incident is placement at Level 4 and placement on behavior contract.

Vandalism Tools

Students must not bring or have in possession any item that would aid in the vandalism of school property. These items include large permanent felt tip markers, paint, etching tools, burglary tools, etc. “Sharpies” are not allowed on campus.

Consequences:

The minimum consequence of the first incident is confiscation and placement at Level 4 with possible notification of law enforcement.

VAPING

To protect and enhance indoor air quality and contribute to the health and well-being of all students, employees, and visitors, the Capistrano Unified School District shall be entirely smoke free and vape free.

Smoking and vaping are prohibited in all areas of campus within the Capistrano Unified School District without exception. This includes common areas, athletic areas, auditoriums, classrooms, conference and meeting rooms, elevators, hallways, cafeterias, stairs, restrooms, and all other enclosed facilities.

Definitions: Smoking refers to the use of traditional tobacco products. Vaping refers to the use of electronic nicotine delivery systems and/or electronic smoking devices. These are commonly called e-cigarettes, e-pipes, e-hookahs, e-cigars, and vape pens.

Consequences:

The minimum consequence of the first incident is confiscation and placement at Level 4 and placement on behavior contract.

WEAPONS/DANGEROUS OBJECTS

Weapons: possession of firearms, knives, and/or other dangerous objects, including replicas

Possession of firearms, knives, and/or other dangerous objects or look-alike items are never allowed on campus.

Consequences:

1st incident - Immediate 5 day suspension, notification of law enforcement, and possible involuntary transfer or recommendation for expulsion.