

DRESS CODE POLICY

NOTE TO FAMILIES:

At Sequoia, we expect our students to dress in a manner that exemplifies academic scholarship and that is aligned to our school goal of preparing all for futures as college students and professionals. The expectation is for Sequoia students to always present themselves as academic scholars. The dress code policy is designed to support all in meeting this expectation. Sequoia's mission is to guide students towards becoming good citizens and participants in the employment market and larger society; school is a student's place of business. Part of this responsibility involves **appropriate dress** and **personal appearance**.

The administration will monitor student dress and will first warn students who are out of compliance with the dress code at school and at school events. Disciplinary action will follow if students do not comply with the dress code.

The dress code is designed to allow for student comfort and personal expression while maintaining an environment conducive to learning and appropriate for the educational setting. The following items are examples of what the school considers inappropriate and are not to be worn at Sequoia:

This list is representative but not all-inclusive.

HEAD GEAR

- Hats with obvious gang related logos such as XIV, neighborhoods, area codes or street names
- Head coverings of any type that promote obscenities, drugs, tobacco, sex, or violence
- Head coverings of any type in offices, Carrington Hall, or where "NO HATS" signs are posted
- Sunglasses indoors except by prescription

OUTERWEAR

- Clothing that promotes obscenity, drugs, alcohol, tobacco, sex, or violence
- Clothing that demeans others with regard to gender, ethnicity, race, sexual orientation, religion, disability, etc.
- Clothing that indicates gang affiliation or in support of gang activity, such as dice, dollar signs, area codes, XIII, XIV, Norte, Sur, W, Crip, Blood, LPL; "bling"; more than one item of clothing that is RED or BLUE, including backpacks, accessories, make-up, belts, shoes, laces, etc. or as determined by the school administration and/or consultation with the local law enforcement agency
- Tagging or gang-related writing on backpacks, school supplies, shoes or clothing is not permitted.
- Chains, spikes, studs or other clothing, jewelry, or accessories which are potentially dangerous
- Being barefoot
- Undershirt type tank tops
- Pajamas or slippers
- Skirts, dresses, or shorts that do not extend beyond the fingertips fully extended.
- All blouses/tops must have a strap for each shoulder.
- All straps on blouses or tops must have a minimum of ONE inch across and be solidly attached to the front and back of the blouse/top and cover undergarments.
- Tops which expose more than 3 inches of the midriff when students are standing with their arms hanging at their sides.
- Pants that are sagging or excessively baggy. Baggy pants are okay, but must be worn at the waistline at all times.
- Bandannas on any part of the body except during school related sports activities and events and in representation of our school.

Students who are in violation of the dress code will be brought to the vice-principal's office and will be reminded of the Dress Code Policy. They will not be allowed in class until their clothing meets the guidelines of the Dress Code Policy. Note: Repeated violations will result in further disciplinary action.

Sequoia-wear is always encouraged!

EXTRACURRICULAR ACTIVITY EXPECTATIONS

- All school rules apply to extracurricular activities.
- At sporting events, students must remain in Sequoia's bleacher section and not visit until after the game the bleachers of the other team's fans.
- Booming or negative comments to the referees or visiting team and fans are not allowed; cheering of Sequoia's team is encouraged.
- Students may not leave and then re-enter sporting events.

- Students who were not on the competing athletic team must be picked up or have left campus in a safe manner within twenty minutes of the end of an evening's final sporting event. Students who participated on the athletic team competing that evening must leave campus before their coach.
- Students may not leave and then re-enter dances.
- Students who did not help put on the dance must be picked up or have left the dance location in a safe manner within twenty minutes of the end of the dance. Students who helped put on the dance that evening must leave the dance before the activities director.

PROHIBITED ITEMS

In addition to items prohibited by the California Education Code, the following are also prohibited on campus during school hours:

- Laser pens
- Cigarette lighters and matches
- Bullhorns
- E Cigarettes/Vapor Pens

Violating this rule will result in parent contact, confiscation of the item, and may result in further disciplinary action.

CLOSED CAMPUS

Sequoia High School is a Closed Campus. Students are not permitted to leave campus during school hours. Students who have doctor appointments must get advance passes to leave campus. Gates to the campus are closed during lunchtime. To exit during lunch with a pass, students are to exit through the Brewster pedestrian gate or by the basketball courts. Student drop off or pick up zones will be at the Elwood or James Street parking lots only. The Closed Campus policy also applies to Visitors, in that all non-students must go directly to the AVP Office to register. The AVP will determine whether the Visitor will be provided with a Visitor's Pass. Unless approved by the AVP or Principal, food deliveries to campus are not permitted. Non-approved food deliveries will be turned away and the student responsible will receive consequences.

PARKING POLICY

All students wishing to park on campus must complete a parking contract in the AVP office to receive a current school year decal. Students may be subject to a parking ticket that do not have a visible current school year decal or are not parked in a designated student parking space. Students in violation of the *Parking Permit and Regulations* are subject to a fine and will be placed on the No Privileges List until fines are paid. Additional information can be found at our school website.

ELECTRONIC DEVICE POLICY

Electronic devices such as cell phones, head phones, music players, or radios except if a teacher uses them as equipment are not to be visible during instructional hours.

NOTE: Any student who is found with an electronic device due to it being visible or audible during the hours of 8:20 a.m. (7:30 a.m. for students with a 0 period) and 3:40 p.m. will have the item confiscated by the administration or any school staff member. This includes students who have a cell phone out inside the school building during 7th period when they do not have a 7th period class.

1. The first offense will result in having the device taken away and held in the vice-principal's office until the end of the school day. The offense will be recorded in the student's discipline file.
2. The second, and subsequent offenses, will result in the device being taken away and returned only to the guardian of the student. There are no exceptions to this rule. All offenses will be recorded in the student's discipline file. Also, the student will receive an after-school detention.
3. For the third and subsequent offenses, the student will have the device confiscated as mentioned above and two after-school detentions assigned.
4. This policy begins in the 9th grade year and accumulates every year the student is in school. It does not begin new each school year.

Repeated violations will result in further disciplinary action.

LOCKER POLICY

Lockers will be assigned to students at a given time in the fall through the AVP office. When assigned to report to the AVP office, students will be given a locker assignment and locker combination. For student safety and security, the lock and locker assigned to a student are that student's responsibility. **Locker combinations and lockers should not be shared with fellow students.** Individual or independently owned locks may not be used; only school-designated locks and combinations are permitted. If a school-designated lock is replaced with another lock or the school lock is lost, the student assigned to that locker will have to pay an \$8 replacement fee at the end of the school year.

CALIFORNIA EDUCATION CODE FOR STUDENT DISCIPLINE

Students who display inappropriate behavior may be subject to suspension as outlined in the California State Education Code 48900 and 48915. A student may be suspended or expelled for acts which are related to school activity or attendance while on the school grounds, while going to or coming from school, during the lunch period whether on or off campus, and during or while going to or coming from a school sponsored activity.

EDUCATION CODE, SECTION 48900:

A student who has committed the following acts is subject to discipline by suspension or expulsion:

- (a)(1) Caused, attempted to cause, or threatened to cause physical injury to another person.
- (a)(2) Willfully used force or violence upon the person of another, except in self-defense.
- (b) Possessed, sold or otherwise furnished any firearm, knife, explosive, or other dangerous object unless, in the case of possession of any such object, the pupil had obtained written permission to possess the item from a certificated school employee, which is concurred in by the principal or the designee of the principal.
- (c) Unlawfully possessed, used, sold, or otherwise furnished, or been under the influence of, any controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health and Safety Code, an alcoholic beverage, or an intoxicant of any kind.
- (d) Unlawfully offered, arranged, or negotiated to sell any controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health and Safety Code, an alcoholic beverage, or an intoxicant of any kind, and then either sold, delivered, or otherwise furnished to any person another liquid, substance, or material and represented the liquid, substance, or material as a controlled substance, alcoholic beverage, or intoxicant.
- (e) Committed or attempted to commit robbery or extortion.
- (f) Caused or attempted to cause damage to school property or private property.
- (g) Stole or attempted to steal school property or private property.
- (h) Possessed or used tobacco, or any products containing tobacco or nicotine products, including, but not limited to, cigarettes, cigars, miniature cigars, clove cigarettes, smokeless tobacco, snuff, chew packets, and betel. However, this section does not prohibit use or possession by a pupil of his or her own prescription products.
- (i) Committed an obscene act or engaged in habitual profanity or vulgarity.
- (j) Unlawfully possessed or unlawfully offered, arranged, or negotiated to sell any drug paraphernalia, as defined in Section 11014.5 of the Health and Safety Code.
- (k) Disrupted school activities or otherwise willfully defied the valid authority of supervisors, teachers, administrators, school officials, or other school personnel engaged in the performance of their duties.
- (l) Knowingly received stolen school property or private property.
- (m) Possessed an imitation firearm. As used in this section, means a replica of a firearm that is so substantially similar in physical properties to an existing firearm as to lead a reasonable person to conclude that the replica is a firearm.
- (n) Committed or attempted to commit a sexual assault as defined in Section 261, 266c, 286, 288, 288a, or 289 of the Penal Code or committed a sexual battery as defined in Section 243.4 of the Penal Code.
- (o) Harassed, threatened, or intimidated a pupil who is a complaining witness or witness in a school disciplinary proceeding for the purpose of either preventing that pupil from being a witness or retaliating against that pupil for being a witness, or both.
- (p) Unlawfully offered, arranged to sell, negotiated to sell, or sold the prescription drug Soma.
- (q) Engaged in, or attempted to engage in, hazing as defined in Section 32050.
- (r) Engaged in an act of bullying, including, but not limited to, bullying Committed by means of an electronic act, as defined in subdivisions (f) and (g) of Section 32261, directed specifically toward a pupil or school personnel.
- (s) A pupil may not be suspended or expelled for any of the acts enumerated unless that act is related to school activity or school attendance occurring within a school under the jurisdiction of the superintendent or principal or occurring within any other school district. A pupil may be suspended or expelled for acts that are enumerated in this section and related to school activity or attendance that occur at any time, including, but not limited to, any of the following.

- (1) While on school grounds.
 - (2) While going to or coming from school.
 - (3) During the lunch period whether on or off the campus.
 - (4) During, or while going to or coming from, a school sponsored activity.
- (t) A pupil who aids or abets, as defined in Sec. 31 of the Penal Code, the infliction or attempted infliction of physical injury to another person may suffer suspension, but not expulsion, pursuant to the provisions of this section, except that a pupil who has been adjudged by a juvenile court to have committed, as an aider and abettor, a crime of physical violence in which the victim suffered great bodily injury or serious bodily injury shall be subject to discipline pursuant to subdivision (a).

EDUCATION CODE 48900.2: SEXUAL HARASSMENT:

In addition to the reasons specified in Section 48900, a pupil may be suspended from school or recommended for expulsion if the superintendent or the principal of the school in which the pupil is enrolled determines that the pupil has committed sexual harassment as defined in Section 212.5.

For the purpose of this chapter, the conduct described in Section 212.5 must be considered by a reasonable person of the same gender as the victim to be sufficiently severe or pervasive to have a negative impact upon the individual's academic performance or to create an intimidating, hostile, or offensive education environment. This section shall not apply to pupils enrolled in kindergarten and grades 1 to 3, inclusive. (Add. Stats. 1992, Ch. 909).

EDUCATION CODE 48900.3: HATE VIOLENCE:

In addition to the reasons specified in Sections 48900 and 48900.2 a pupil in any of grades 4 to 12, inclusive, may be suspended from school or recommended for expulsion if the superintendent or the principal of the school in which the pupil is enrolled determines that the pupil has caused, attempted to cause, threatened to cause, or participated in an act of, hate violence.

EDUCATION CODE 48900.4: HARASSMENT, THREATS, OR INTIMIDATION:

In addition to the grounds specified in Sections 48900 and 48900.2, a pupil enrolled in any of grades 4 to 12, inclusive, may be suspended from school or recommended for expulsion if the superintendent or the principal of the school in which the pupil is enrolled determines that the pupil has intentionally engaged in harassment, threats, or intimidation, directed against school district personnel or pupils, that is sufficiently severe or pervasive to have the actual and reasonably expected effect of materially disrupting class-work, creating an intimidating or hostile educational environment.

A pupil may not be suspended or expelled for any of the acts enumerated unless that act is related to school activity or school attendance occurring within a school under the jurisdiction of the superintendent or principal or occurring within any other school district. A pupil may be suspended or expelled for acts that are enumerated in this section and related to school activity or expelled for acts which are enumerated in this section and related to school activity or attendance that occur at any time, including, but not limited to, any of the following:

- (1) While on school grounds.
- (2) While going to or coming from school.
- (3) During lunch period whether on or off the campus.
- (4) During, or while going to or coming from, a school sponsored activity.

It is the intent of the Legislature that alternatives to suspensions or expulsion be imposed against any pupil who is truant, tardy, or otherwise absent from school activities.

EDUCATION CODE 48900.7: SUSPENSION OR EXPULSION FOR TERRORISTIC THREATS:

- (a) In addition to the reasons specified in Sections 48900, 48900.2, 48900.3, and 48900.4, a pupil may be suspended from school or recommended for expulsion if the superintendent or the principal of the school in which the pupil is enrolled determines that the pupil has made terroristic threats against school officials or school property, or both.
- (b) For the purposes of this section, "terroristic threat" shall include any statement, whether written or oral, by a person who willfully threatens to commit a crime which will result in death, great bodily injury to another person, or property damage in excess of one thousand dollars (\$1,000), with the specific intent that the statement is to be taken as a threat, even if there is no intent of actually carrying it out, which, on its face and under the circumstances in which it is made, is so unequivocal, unconditional, immediate, and specific as to convey to the person threatened, a gravity of purpose and an immediate prospect of execution of the threat, and thereby causes that person reasonably to be in sustained fear for his or her own safety or for his or her immediate family's safety, or for the protection of school district property, or the personal property of the person threatened or his or her immediate family. (Add. Stats. 1997, Ch. 405)

BULLYING

Sequoia's motto is Unaliyi, which means "a place of friends," and THERE IS NO PLACE AT SEQUOIA HIGH SCHOOL FOR BULLYING.

Bullying is defined by the State of California as "any severe or pervasive physical or verbal act or conduct, including communications made in writing or by means of an electronic act directed toward one or more pupils." This can include threats, physical violence, social media harassment, name calling, humiliation, and social exclusion.

WHAT DO I DO IF I AM BEING BULLIED?

The first step is to tell an adult at school. Come to the Administrative Vice Principals' Office in room 103. If you are not comfortable coming to the Vice Principals' Office, you can tell another adult, and they will let the vice principals know about the situation who will investigate the situation.

If you have been bullied on the Internet or through electronic communication, take screen shots of the bullying, so that you have solid evidence.

WHAT WILL HAPPEN AFTER I MAKE A REPORT?

The Vice Principal's Office will investigate and ensure that the bullying stops. It is important to know that there has never been a case of bullying at Sequoia that has continued after it was reported to the vice principals. There has also never been a case of retaliation after bullying was reported. Keeping Sequoia a safe place for students to learn is the top priority of all staff here.

While it may feel uncomfortable or intimidating to report bullying, IT WILL STOP ONCE IT IS REPORTED.