

# Bridges High School Student/Guardian Handbook



2022-2023

## PREFACE

*The material covered within this Student Handbook is intended to communicate to Students and Parent/Guardians the Policies and Procedures specific to Bridges High School. This Handbook is meant to supplement, and is in addition to, the District Rights and Responsibilities Handbook and follows [509j School Board Policy](#).*

## EQUAL EDUCATIONAL OPPORTUNITY (SBP JB Board Policy)

Every Student of the District will be given equal educational opportunities regardless of age, sex, sexual orientation, gender identity, race, religion, color, national origin, disability, marital status, familial status, parental status, linguistic background, culture, socioeconomic status, capability or geographic location.

## ACADEMICS

Students at Bridges High School are expected to pass the Classes required in each Subject Area in order to earn credits towards Graduation. Our goal is for all Bridges Students to graduate from High School with a Diploma and a plan for reaching their future career goals and aspirations. Policies and Procedures regarding Academics are designed to help all Students be successful in meeting their goals for graduation and future career plans.

## CLASS CHANGES

The Bridges High School policy in regards to Student schedule changes is as follows:

1. Counselors may change and/or modify schedules without Administrative approval when:
  - a. There is an incomplete schedule;
  - b. There is a conflict in course offerings; and/or
  - c. The Student's placement is incorrect, due to a prerequisite that has not been met.
2. All other changes must be approved by an Administrator.

## COUNSELING DEPARTMENT

Our Counseling Department is a support service to the total High School Program. The Counseling Department seeks to:

- 1- Assist Students in making wise Educational Plans
- 2- Assist Students in creating constructive relationships with others.
- 3- Assess Students' abilities
- 3- Explore Occupational Opportunities

Counselors are available, without appointment, before and after School and during lunchtime. **Students can request appointments during the School day by speaking to a Staff Member. If an urgent need arises, Students should let a Staff Member know and a Counselor will be contacted.**

## GRADING: PASS/FAIL

1. **Students may only take one subject Pass/Fail per grading period.**
2. Students must be taking at least four subjects for a letter grade in order to be eligible for pass/fail.
3. The option is available to any course, elective or required.
4. Students should avoid taking Oregon University System required classes as Pass/Fail, as that could impact entrance requirements.
5. Students must make the Pass/Fail choice before the beginning of the second week of the semester (within ten School days).

## **GRADUATION PROGRESS**

In order for Students to be classified as a Sophomore, Junior, or a Senior, they must have completed enough courses successfully to accrue the following credits:

Sophomores: 6.0      Juniors: 12.0      Seniors: 18.0

## **BRIDGES HIGH SCHOOL PROGRAM OPTIONS**

Bridges High School is a hybrid of in-person and online Credit Recovery options. Bridges High School offers the "PLATO" Online Credit Recovery Program at both the Bridges Madras and Warm Springs ROOTS Campus. These programs are available to qualifying Students desiring an alternative to the regular School day. The primary goal is to complete credits and other expectations required for Graduation.

Students working in the Plato Online Program full time are required to complete 3 classes every four weeks of School. Students may choose to work at a faster pace, but not slower.

## **ACADEMIC PROBATION FOR FULL-TIME PLATO ONLINE STUDENTS**

Students who do not complete the required 3 classes every 4 weeks will be placed on academic probation. The Student, the Counselor and a Parent or Guardian will meet to discuss the reasons for the lack of progress and a plan for improvement will be scheduled immediately following the 4 week check.

Once a plan for improvement is in place, Students are expected to follow the plan and make the required progress. If progress is still lacking, the Student and his or her Parent or Guardian will be required to come in and meet with the Counselor and Administration to look at a schedule change or possible placement adjustment where the Student can get more individual help with classes to get back on track and be successful.

## **HONORS RECOGNITION AT COMMENCEMENT (\*)**

1. Students to be honored "With Honors" will be introduced as such when they are called forward to receive their Diplomas. Honors recognition will be awarded to any Student with a 3.6 to 3.79 GPA.
3. Students to be honored "With Highest Honors" will be introduced as such when they are called forward to receive their diplomas. Their Diplomas will have a seal indicating "With Highest Honors." Highest Honors recognition will be awarded to any Student with a GPA of 3.8 and Higher. ***Only Students earning a standard Oregon Diploma will be considered for Honors recognitions.***

## **STUDENT CLUBS/ACTIVITIES/ATHLETICS**

Research clearly indicates Students who stay involved in School Activities, Clubs, and Athletics are far more likely to be successful in all measures of School performance. Bridges Students have the opportunity to create, design, and help develop Clubs and After School Activities that they are interested in. Please bring your ideas to Administration for further discussion.

Additionally, Students from Bridges High School may participate in Athletics and Activities at Madras High School **provided the Student meets all OSAA and JCSD eligibility requirements**. See the section below on MHS Athletics. MHS Activities are listed in the MHS Student Handbook. For more information, contact your School Administrator. Clubs/Activities/Athletics are a privilege not a right. Students must meet certain eligibility requirements in order to participate in these activities.

## ATHLETICS

### ATHLETIC VISION

Jefferson County School District 509-J believes individual Students may benefit from activities and athletics through the opportunity to participate in a safe, controlled, learning environment. Jefferson County School District 509-J will support activities and athletic competition equally for boys and girls to provide a chance to learn skills in team cooperation, to develop personal self-control and sportsmanship, to gain wholesome social experience, and to develop skills specific to a sport. Because activities and athletics are both educational and recreational, the programs will encourage participation by as many Students as possible. The programs will be operated in the best interest of the Students without undue interference from outside influences. While well-organized, energetic activities and athletic programs can be a potent morale factor among Students and community, Jefferson County School District 509J believes that emphasis on competition should not be detrimental to Student health, safety, and social attitudes.

### ATHLETIC PROGRAMS OFFERED

#### Fall Season

Football  
Cross Country  
Boys Soccer  
Girls Soccer  
Girls Volleyball

#### Winter Season

Boys Basketball  
Girls Basketball  
Wrestling  
Swimming

#### Spring Season

Track & Field  
Baseball  
Softball  
Boys Tennis  
Girls Tennis

### ELIGIBILITY OBLIGATIONS

To be eligible for Bridges High School interscholastic athletes, Students must meet each of the following requirements:

1. Be on track for Graduation - The Student-athlete must make satisfactory graduation progress per OSAA rules.
2. *Attendance*
  - (a) *Students must attend all classes to be eligible to participate that day. Excused absences for doctor, dentist, family emergency, or funeral will be accepted,*
  - (b) *15 minutes late to a class is considered truant and not eligible for participation that day.*
3. Conform to all OSAA rules and regulations - Students have only eight consecutive semesters, or the equivalent, of unbroken High School athletic eligibility.
4. Pass 5 classes
  - (a) To be eligible for competition, Students must have passed five credit bearing subjects the preceding semester and a minimum GPA of 2.0.
  - (b) Eligibility checks will also be done at the halfway point of each sport season. Students who are not passing six credit bearing subjects will be placed on Academic Probation for six consecutive School days from the point of notification. During the probation period the Student must meet the following requirements:
    - i) Ensure all grades meet eligibility criteria (passing six credit bearing classes)
    - ii) Attend all practices unless he/she is working with a Teacher or working to improve academic standing.
    - iii) The Students will not be permitted to travel to any contests that require early release from instructional time.
    - iv) In the event the Student athlete violates any of the terms of academic probation during or at the end of the probation period, he/she will be ruled Ineligible for the remainder of the season.
  - (c) Students who are not eligible for competition but have passed 5 out of 7 classes the preceding semester may turn out at the beginning of each sports season. They will be ineligible to compete in contests for the first 10% of the sports competition season and placed on Academic Probation. The Student will be on Academic Probation for the duration of ineligibility. At the end of the Academic Probation the Student must be passing six classes to have eligibility reinstated for the season. (See MHS Student Parent/Guardian Athletic Handbook for up to date revisions and more information.)

5. Complete a medical emergency card, a Parent/Guardian information sheet, an eligibility information sheet and a drug test release form. The athlete must also have an up-to-date sports physical form completed and completed pay to play requirements (For teams participating in the Impact Concussion program, this form must also be completed before participation of any type.)
6. Athletes may not have any involvement with tobacco, alcohol or drugs. Any involvement may result in suspension or dismissal from athletics.

## **STUDENT RESPONSIBILITIES (SBP JB-JOD) Board Policy}**

### **ATTENDANCE RESPONSIBILITIES**

#### ***It will be the responsibility of the classroom Teacher to:***

1. At the beginning of each grading period, explain and publish how Attendance and participation relate to the course objectives.
2. At the beginning of each term, establish and communicate clear guidelines for making up work, and times the Teacher is available to meet with Students. Teachers will give Students two (2) days for each day absent to turn in make-up work.
3. Grade and return Student work in a timely manner.
4. Maintain accurate Attendance records
5. Notify the Student, Parent or Guardian, and the appropriate School personnel when absenteeism impacts performance to the point where passing a course is jeopardized.

#### ***It will be the responsibility of the Student to:***

1. Keep Teachers informed of any event that may impact the Student's Attendance or affect job performance.
2. The next day back to School following an absence, present a dated, written explanation stating the reason for the absence to the Attendance secretary from the Parent or Guardian. Report early enough so as not to be late to class.
3. If the Student and family is aware of an upcoming absence(s) the Student must obtain a 'Pre-Arranged Absence Form' from the office, fill out, and return that form to the office in order for that absence(s) to be excused.

### **ATTENDANCE**

Illness for a medically related reason is the only automatically excused absence from School. When a Student is absent for any reason, a written explanation by the Parent/Guardian is requested when the Student returns to School. **PLEASE CALL THE SCHOOL WHEN YOUR STUDENT IS HOME ILL (or out for any reason).** You will receive an automated call from the School if your child is absent and we do not hear from you.

Absences from School are excused when caused by **the Student's sickness, sickness of a member of the Student's family, or by an emergency.** The Principal or School Designee may also excuse an absence for other reasons where satisfactory arrangements are made in advance of the absence.

The following are some examples of **Unexcused Absences**: babysitting, home chores, hair appointments, shopping, missing the bus.

#### ***The following are the steps that BHS will be taking to encourage Students to attend on a regular basis.***

Please review the following policy:

1. An automated message will be sent home the evening of the missed class or classes.
2. Students that demonstrate a pattern of Unexcused Absences will receive a letter delivered to the home stating the Student has irregular Attendance and must attend School the following day. A School day will be considered four or more periods of absence.

3. If Truancy/irregular Attendance persists, a second warning letter will be sent or personally delivered to the home stating that the Student needs to be in School the following day.
4. If Students do not begin to attend on a regular basis, the Parent/Guardian and Student will be summoned to meet with the Principal and/or Counselor to develop an Attendance plan to help the Students understand that the best way to be successful in School is to attend on a regular basis.
5. If Parent/Guardian fail to attend the meeting with the Principal and/or their Student does not begin to come to School on a regular basis after the meeting, the Superintendent's Designee (SRO) will cite the Parent/Guardian with a Class C felony and the Parent/Guardian will be required to go to court.

### **CLOSED CAMPUS**

BHS is a **CLOSED CAMPUS** during the School Day, including Lunch Time. **Students are not allowed to leave Campus during lunch.** That includes Parents/Guardians checking out Students, unless the check-out is for an appointment. Students who leave Campus without permission will be disciplined as follows.

**1st offense = Next day lunch detention**

**2nd offense = ½ day ISS, and Guardian Phone call**

**3rd Offense = Full day ISS, and 3 days of Commons/ School clean up for a week.**

**4th Offense + 3 days ISS and 7 days of School/Commons clean up.**

### **DESIGNATED AREAS**

Students are allowed in designated areas outside of the building during lunch: 1) Grassy area directly east of BHS – back of School, but not on the bleachers. 2) Outside seating areas. 3) Playground area to the east of the school. All parking lots are off limits during School hours. See Administration with any questions.

### **DANCE REGULATIONS**

**Dances are held at MHS. BHS Students must follow policies and directions of MHS Staff at all times while attending.**

1. Any High School Student who violates School or District Policies while at a School Dance will be subject to Disciplinary Action and will not be permitted to attend future Dances until cleared by an Administrator or Designee.
2. Any Student attending or attempting to attend a School Dance or function who has been drinking or gives the impression he or she has been drinking will be suspended, not only from the Dance, but also from School. The Parent or Guardian and the local authorities will be notified as quickly as possible.
3. No Middle School Students may attend High School Dances..
4. Students may bring a non-BHS, High-School-age Student (not to exceed age 20 AND who is currently enrolled in High School, has earned a High School diploma, or has completed a GED program) to formal Dances or Sadie Hawkins by completing a Dance Guest Form at least five (5) School days prior to the Dance. Students may sign up one person only. They must accompany their non-BHS date to the Dance and be willing to accept full responsibility for their behavior. Non-BHS Students are under the same rules and regulations as BHS Students. The School may refuse admittance of a non-Student to a Dance and has the right to exclude the non-Student from the Dance. Early Graduates and Bridges High School Students need to complete a Dance Guest Form similar to a non-Student.
5. Only academic Juniors and Seniors may attend the Prom. Underclassmen may attend if they are a date of a Bridges High School Junior or Senior.
6. School doors close one half-hour after the start of the Dance and no additional Students will be allowed to enter unless they have just returned from a School-sanctioned extracurricular activity. Once Students have left the building, they will not be allowed to return to the Dance.
7. Any bags or purses brought to the Dances are subject to being searched. No outside

containers, including water bottles, may be brought into the Dances.

8. **All Students must have their Student body ID cards; outside guests must have a photo I.D. with them when entering the Dances.**

9. Attendees of all Dances may be subject to drug/alcohol screening by School Personnel and/or law enforcement before admittance. [\(SBP JFG Board Policy\)](#)

10. Admittance to Dances and after School functions may be denied by Administration due to poor attendance, poor Academic Progress, and/or poor behavior.

### **DISPLAYS OF AFFECTION**

While we recognize that Students of High-School age will feel affection for one another, limits must be imposed in order to comply with the wishes of the majority of the Parent/Guardians and community members. The limits are guided by what is appropriate, acceptable, and not disruptive to Student rights and/or the learning atmosphere of the School. The following guidelines shall be the limits allowed at all times when under the School's jurisdiction and supervision, including activities.

1. Students may hold hands.
2. A Student may casually have a hand around a partner's waist. Any display of affection beyond these guidelines may cause the Students involved to be subject to disciplinary action on the first offense.
3. **Kissing on School grounds at any time is prohibited.**
4. Any intimate sexual contact is prohibited.

### **DRESS AND GROOMING (SBP JFCA Board Policy)**

Students are expected to dress as they would for most jobs in the workforce. Student dress and personal grooming is the responsibility of the individual Student and Parent/Guardian. Students are expected to dress in proper fitting clothing, through a normal range of bending, reaching, or kneeling, which is suitable for School. Appropriate skirt, dress, and shorts length should extend the length of the arms beyond the fingertips, which includes a slit in the skirt/shorts. No see through leggings. Students who are in violation of the following guidelines will be asked to cover, change, or turn inside out the article of clothing that is inappropriate.

- A. Dress and grooming shall be clean in keeping with health, sanitary, and safety practices. Platform and High-heeled shoes are not encouraged. They are considered a safety hazard. Footwear must be worn at all times.
- B. When a Student is participating in extracurricular or special activities, dress and grooming shall follow the Sport's, Club's or Activities expectations and not disrupt the performance or constitute a health threat to the Student or others.
- C. Students shall follow a dress code appropriate for most jobs.
  - No spaghetti straps, bare midriffs or short shorts. No strapless tops.
  - Slogans and images on shirts and other clothing and items may not refer to alcohol, sex, drugs, violence or symbols of hate.
  - If a Student wears clothing with the above mentioned references the Student will be asked to wear the shirt inside-out, cover it or change clothes.
- D. No bandanas, hoods or sunglasses may be worn.
- E. Any items commonly considered as evidence of membership or affiliation with any gang or hate group: Bandanas, do-rags of any color, gloves, hair nets, hanging belts, buckles with any inappropriate or gang related symbols, hats hanging from belt, or attire that has been identified by law enforcement agencies, as being associated with gang activity may not be worn. Use or display of any symbols of hate is strictly prohibited. OAR 581-022-2312

### **ELECTRONIC DEVICES(SBP JFCEB/JFCEB-AR Board Policy)**

Students are permitted to carry their phones and electronic devices as long as they are turned off and not visible during class time. Electronic devices are allowed to be used before School begins, lunch time, and during passing time, but must be silenced. If an electronic device is seen and/or heard during a class the Teacher has the right to confiscate the item, and the Student may be referred for disciplinary action.

Administration can keep the device for up to a week for repeat offenders. Refusal to comply with a device confiscation directive will result in a School suspension. **The School assumes no responsibility for any of these items brought to School.** Unauthorized or inappropriate pictures, writings, or electronic media taken or shown at School may be subject to disciplinary action. No use of cellphone cameras will be allowed during the School day. Electronic devices may be used during classroom instruction as permitted by the Teacher. **The Electronic Device Policy is subject to change based on the Student body's ability to appropriately use electronic devices.**

Headphones may be used in the classroom as permitted by the Teacher. Headphones may be used during non-instructional times provided:

- Only one earbud in use
- Students can hear staff directives
- Music is not audible to others

Failure to follow these expectations may result in confiscation. Students may lose privileges after multiple confiscations.

**HALL PASSES :** When Students are out of class they must have a **visible** hall pass from their Teacher. Failure to produce a pass may result in the loss of hall privileges or other discipline. There are no hall passes during the first or last 10-minutes of class time.

#### **MOTOR VEHICLES (SBP JHFD/JHFD-AR Board Policy)**

1. Parking in the lot will be on a first-come first-served basis.
2. All parking is at the owner's risk. Bridges High School and Jefferson County School District 509J assume no responsibility for any lost or stolen items and/or damage to vehicles while parked on School property.
3. No Student motor vehicles will be permitted to leave the School grounds during the hours in which School is in session without the permission of a School-building Administrator.
4. Owners of motor vehicles that are improperly parked or parked in an unauthorized place will be subject to disciplinary action and/or ticketing by the Bridges Police and/or towing.
5. Students are not to sit in parked cars during the scheduled School day, including lunch hours. **The parking lots are off limits except when leaving and arriving at School.**
6. Permission to use vehicles on School property is revocable at any time.
7. Parking adjacent to yellow or red curbs is not allowed. Cars may be towed at the owner's expense.
8. Where there are marked spaces for parking, vehicles must park between the lines.
9. Students may not park in spaces reserved for staff or visitors.
10. Only handicapped persons may use areas designated for handicapped parking.
11. The speed limit on School grounds is 10 mph.
12. State and city traffic laws must be obeyed.

#### **NO TOLERANCE FOR DRUGS, WEAPONS, AND GANG AFFILIATIONS/ACTIVITIES (SBP JFCG Board Policy)**

Student substance abuse, possession, use, distribution or sale of tobacco products, inhalant delivery systems, alcohol or unlawful drugs, including drug paraphernalia or any substance appearing to be an unlawful drug, on or near any District property or grounds, including parking lots, or while participating in school-sponsored activities is prohibited and will result in disciplinary action. If possession, use, distribution or sale occurred near District grounds, disciplinary action may include removal from any or all extracurricular activities and/or denial or forfeiture of any school honors or privileges (e.g., valedictorian, salutatorian, Student body, class or club office positions, senior trip, prom, etc.).

If possession, use, distribution or sale occurred on District grounds, at school-sponsored activities or otherwise while the Student was under the jurisdiction of the school, Students will be subject to discipline up to and

including expulsion. Denial and/or removal from any or all extracurricular activities and/or forfeiture of any school honors or privileges may also be imposed. A Student may be referred to law enforcement officials. Parents will be notified of all violations involving their Student and subsequent action taken by the school.

For the purpose of this policy, “**tobacco products**” are defined to include, but not limited to, any lighted or unlighted cigarette, cigar, pipe, bidi, clove cigarette, and any other smoking product, spit tobacco, also known as smokeless, dip, chew or snuff in any form.

For the purpose of this policy, “**inhalant delivery system**” means a device that can be used to deliver nicotine or cannabinoids in the form of a vapor or aerosol to a person inhaling from the device; or a component of a device or a substance in any form sold for the purpose of being vaporized or aerosolized by a device, whether the component or substance is sold or not sold separately.

A referral to community resources and/or cessation programs designed to help the Student overcome tobacco product, inhalant delivery system, alcohol or unlawful drug use may also be made. The cost of such programs are the individual responsibility of the parent and the private health care system.

Clothing, bags, hats and other personal items used to display, promote or advertise tobacco products, inhalant delivery systems, alcohol or unlawful drugs are prohibited on all District grounds, including parking lots, at school-sponsored activities and in District vehicles.

Any person under age 21 possessing a tobacco product or inhalant delivery system on District property, in a District facility or while attending a District-sponsored activity is in violation of state law and is subject to a court-imposed fine

Any person who distributes, sells or allows to be sold, tobacco products or any substance sold for the purpose of being smoked, vaporized or aerosolized, in any form, a tobacco-burning or inhalant delivery system device, to a person under 21 years of age is in violation of state law and is subject to a court imposed fine.

An “**unlawful drug**” is any drug as defined by the Controlled Substances Act including, but not limited to, marijuana, cocaine, opiates, amphetamines and phencyclidine (PCP). As used in this policy, unlawful drug also means possession, use, sale or supply of prescription and nonprescription drugs in violation of Board policy and any accompanying administrative regulation.

Any person under age 21 possessing an Unlawful Drug” product or inhalant delivery system on District property, in a District facility or while attending a District-sponsored activity is in violation of state law and is subject to a court-imposed fine. Unlawful delivery of a controlled substance to a Student or minor within 1,000 feet of District property is a Class A felony, as provided by ORS 475.904.

District Policy Reference:

<https://policy.osba.org/jeff509/J/JFCG%20R%20D1.PDF>

### **GANG AFFILIATION/ACTIVITY (SBP JFCEA Board Policy)**

Gangs which initiate, advocate, or promote activities which threaten the safety or well-being of persons or property on District grounds or which disrupt the school environment are harmful to the educational process. The use of **hand signals, graffiti or the presence of any apparel, jewelry, tattoo, accessory or manner of grooming** which, by virtue of its color, arrangement, trademark, symbol or any other attribute which indicates or implies membership or affiliation with such a group, presents a clear and present danger to the school environment and educational objectives of the community are forbidden.

Incidents involving initiations, hazing, harassment, menacing, bullying, intimidation and/or related activities of such group affiliations which are likely to cause bodily danger, physical harm or personal degradation or disgrace resulting in physical or mental harm to Students are prohibited.

Any Student wearing, carrying or displaying gang paraphernalia or exhibiting behavior or gestures which symbolize gang membership, or causing and/or participating in activities which intimidate or affect the attendance of another Student will be subject to disciplinary action including suspension and expulsion.

District Policy Reference:

[https://policy.osba.org/jeff509/J/JFCE\\_JFCE%20D1.PDF](https://policy.osba.org/jeff509/J/JFCE_JFCE%20D1.PDF)

### **WEAPONS IN SCHOOL (SBP JFCJ Board Policy)**

Students shall not bring, possess, conceal or use a weapon on or at District property, activities under the jurisdiction of the District or interscholastic activities administered by a voluntary organization.

For purposes of this policy, and as defined by state and federal law, “**weapons**” includes:

1. A “dangerous weapon” means any weapon, device, instrument, material or substance, which under the circumstances in which it is used, attempted to be used or threatened to be used is readily capable of causing death or serious physical injury;
2. A “deadly weapon” means any instrument, article or substance specifically designed for and presently capable of causing death or serious physical injury;
3. A “firearm” means any weapon (including a starter gun) which will or is designed to or may readily be converted to expel a projectile by the action of an explosive, frame or receiver of any such weapon, any firearm silencer or any destructive device;
4. A “destructive device” means any explosive, incendiary or poison gas component or any combination of parts either designed or intended for use in converting any device into any destructive device or from which a destructive device may be readily assembled. A destructive device does not include any device which is designed primarily or redesigned primarily for use as a signaling, pyrotechnic, line-throwing, safety or similar device.

Weapons may also include, but not be limited to, knives, metal knuckles, straight razors, noxious or irritating gasses, poisons, unlawful drugs or other items fashioned with the intent to use, sell, harm, threaten or harass Students, staff members, Parents and patrons.

Replicas of weapons (Water Guns, Airsoft Guns, Message Guns), fireworks and pocket knives are also prohibited by Board policy.

Prohibited weapons, replicas of weapons, fireworks and pocket knives are subject to seizure or forfeiture.

District Policy Reference:

<https://policy.osba.org/jeff509/J/JFCJ%20D1.PDF>

### **STUDENT SEARCHES (SBP JG Board Policy)**

BHS may search a Student’s person and property, including property assigned by the District for the Student’s use. Such searches may be conducted at any time on District property or when the Student is under the jurisdiction of the District at school-sponsored activities.

All Student searches conducted by the District shall be subject to the following requirements:

1. The District official shall have individualized, “**reasonable suspicion**” based upon specific and articulated facts to believe that the Student personally poses or is in possession of some item that poses an immediate risk or serious harm to the Student, school officials and/or others at the school;

2. The search shall be “reasonable in scope.” That is, the measures used are reasonably related to the objectives of the search, the unique features of the official’s responsibilities, the area(s) which could contain the item(s) sought and not excessively intrusive in light of the age, sex, maturity of the Student and nature of the infraction.

\*\* Student vehicles also apply.

\*\*Routine inspections of District property assigned to Students may be conducted at any time. Use of drug-detection dogs and metal detectors, or similar detection devices, may be used only on the express authorization of the superintendent. District officials may seize any item which is evidence of a violation of law, Board policy, administrative regulation or school rule, or which the possession or use of is prohibited by such law, policy, regulation or rule.

Students may be searched by law enforcement officials on District property or when the Student is under the jurisdiction of the District. Law enforcement searches ordinarily shall be based upon a warrant. District officials will attempt to notify the Student’s parent(s) in advance and will be present for all such searches, whenever possible.

District Policy Reference:

<https://policy.osba.org/jeff509/J/JFG%20D1.PDF>

### **Technology & Electronic Communication/Computer Use (District Student Handbook)**

The District will provide Students with access to the District’s electronic communications network. This network includes local area networks (LAN) in each building, communications between all of the District’s local area networks and Internet access. The District will provide filtering services for all Student-use computers and will monitor Students’ use of District computers. This section of the Student in particular will serve as the District’s Acceptable Use Policy and Agreement.

#### **Students have the RIGHT to:**

- 1- Have access to technology that is kept in good working order.
- 2- Use the District’s network for educational purposes

#### **Students have the RESPONSIBILITY to:**

- 1-Not use the District network to access materials that are obscene or pornographic, or that advocate illegal acts, violence, or discrimination. Exceptions may be made when the purpose is to conduct classroom sponsored research and the Teacher has given approval.
- 2- Not attempt to gain unauthorized access, disrupt performance, or hack into any system or server on the District network or outside the District. **This includes sharing account names, passwords and District Student ID Numbers with someone else.**
- 3- Notify an adult if they receive any message or access any website that is inappropriate or makes them feel uncomfortable.
- 4- Notify the Teacher or School Administrator if they identify a possible security problem.
- 5- Practice responsible use of e-mail, texting, and other forms of social networking within the School environment, including no spamming, no unauthorized forwarding, and no cyber bullying.
- 6-Refrain from activities that might interfere with network performance. This might include downloading large files, streaming video, playing online interactive games, etc.
- 7- Refrain from giving out personal contact information about themselves or others. **This includes full name, address and telephone number and District Student ID Number.**
- 8- Refrain from turning any computer into a server except as directed by a supervising Teacher and after permission for server operation has been granted by both the building and District.
- 9- Refuse to meet someone they have encountered online without Parent/Guardian permission.
- 10- Only visit social networking sites (e-mail, blogs, forums, chat rooms, etc.) on District equipment with permission from and supervision by their Teacher.
- 11- Use District technology to engage in only legal activities and ethical practices.

### **Computer Use, District Guidelines**

Students may be permitted to use the District's electronic communications system for School and instructional activities. Personal use of District computers including internet and email access is permitted when consistent with board policy and Administrative regulations and when during School day. The District's electronic communications system meets the following federal Children's Internet Protection Act requirements:

Technology protection measures have been installed and are in continuous operation to protect against Internet access by both adults and Students to visual depictions that are obscene, that relate to child pornography or, with respect to the use of the computers by Students, that are harmful to Students.

In addition, the District is committed to educating minors about appropriate online behaviors, including cyberbullying awareness and response, and interacting with other individuals on social networking sites and in chat rooms. Also, the on-line activities of Students are monitored. access by Students to inappropriate matters on the Internet and World Wide Web is denied. Procedures are in place to help ensure the safety and security of Students when using electronic mail, chat rooms and other forms of direct electronic communications. Unauthorized access, including so-called "hacking" and other unlawful activities by Students on-line is prohibited. Unauthorized disclosure, use and dissemination of personal information regarding Students is prohibited. In addition, measures designed to restrict Students' access to materials harmful to Students have been installed. The District retains ownership and control of its computers, hardware, software.

### **HAZING/HARASSMENT/BULLYING/CYBERBULLYING ETC.(SBP JFCF Board Policy)**

#### **Hazing, Harassment, Intimidation, Bullying, Menacing, Cyberbullying, Teen Dating Violence, or Domestic Violence**

Hazing, harassment, intimidation or bullying, menacing and acts of cyberbullying by Students, staff, or third parties toward Students is strictly prohibited in the District. Teen dating violence is unacceptable behavior and prohibited. Each Student has the right to a safe learning environment. Retaliation against any person who is a victim of, who reports, is thought to have reported, or files a complaint about an act of hazing, harassment, intimidation or bullying, menacing, an act of cyberbullying, or teen dating violence, or otherwise participates in an investigation or inquiry is strictly prohibited. A person who engages in retaliatory behavior will be subject to consequences and appropriate remedial action. False charges shall also be regarded as a serious offense and will result in consequences and appropriate remedial action. Students whose behavior is found to be in violation of this policy will be subject to consequences and appropriate remedial action which may include discipline, up to and including expulsion. Students may also be referred to law enforcement officials Per any of the aforementioned situations.

Any Student who has knowledge of conduct in violation of this policy or feels they have been subjected to an act of hazing, harassment, intimidation, bullying, menacing, cyberbullying, or feel they have been a victim of teen dating violence in violation of this policy, is encouraged to immediately report concerns to the Principal who has overall responsibility for all investigations. Any volunteer who has knowledge of conduct in violation of this policy is encouraged to immediately report concerns to the Principal. A report made by a Student or volunteer may be made anonymously. A Student or volunteer may also report concerns to a teacher or counselor who will be responsible for notifying the appropriate District official.

The Principal or Designee shall notify the Parents or Guardians of a Student who was subject to an act of harassment, intimidation, bullying or cyberbullying, and the Parents or Guardians of a Student who may have conducted an act of harassment, intimidation, bullying or cyberbullying.

The notification must occur with involvement and consideration of the needs and concerns of the Student who was the subject to an act of harassment, intimidation, bullying or cyberbullying.

The notification is not required if the Principal or Designee reasonably believes notification could endanger the Student who was subjected to an act of harassment, intimidation, bullying or cyberbullying or if all of the following occur:

1. The Student who was subjected to an act of harassment, intimidation, bullying, or cyberbullying requests that notification not be provided to the Student's Parents or Guardians.
2. The Principal or Designee determines that notification is not in the best interest of the Student who was subjected to an act of harassment, intimidation, bullying, or cyberbullying.
3. The Principal or Designee informs the Student that federal law may require the Student's Parents or Guardians to have access to the Student's education record, including any requests of nondisclosure (from item 1 above).

If the Principal or Designee determines the notification is not in the best interest of the Student, they must inform the Student of that determination prior to providing notification.

When notification is provided, the notification must occur:

1. Within a reasonable period of time; or
2. Promptly, for acts that caused physical harm to the Student.

District Policy Reference:

<https://policy.osba.org/jeff509/J/JFCF%20D1.PDF>

## **STUDENT DISCIPLINE**

### **GENERAL DISCIPLINE CONDITIONS (SBP JG Board Policy)**

#### **Responsibilities:**

The infractions of School rules listed below are grouped into four categories according to the nature of the offense and the consequences involved. **All possible variations of Student misconduct are not listed and modifications may be made at the discretion of the Administration.** In all instances, interpretation and evaluation of extenuating circumstances is left to the Administration. If a Student should commit a criminal act, the school will notify the proper authorities. In such cases, the school will take appropriate action as stated below whether or not legal action is taken against the offending Student by the law enforcement agency or court.

### **PROGRESSIVE DISCIPLINE SPECIFIC CONDITIONS: CODE OF CONDUCT (SBP JG-JGE Board Policy)**

Discipline in the District is based upon a philosophy designed to produce behavioral changes that will enable Students to develop the self-discipline necessary to remain in school and to function successfully in their educational and social environments.

Students are subject to discipline for conduct while traveling to and from school, at the bus stop, at school sponsored events, while at other schools in the District and while off Campus, whenever such conduct causes a substantial and material disruption of the educational environment or the invasion of rights of others.

The major objectives of the District Discipline Program are to teach the following fundamental concepts for living:

- 1- Understand and respect for individual rights, dignity and safety
- 2- Understand and respect for the law, Board policies, administrative regulations and school rules
- 3- Understand and respect public and private property rights.

The following types of conduct under each group below shall make the Student liable to discipline, which may include detention, suspension, or expulsion.

<b>Truancy/Minor infractions/Dress Code</b>	
<b>VIOLATION</b>	<b>CONSEQUENCE(S)</b>
<ol style="list-style-type: none"> <li>1. A Student is truant when he/she deliberately misses or cuts a class or is out of class without proper authorization for more than ten (10) minutes in any Period. A Student may be suspended or expelled for habitual truancy, in keeping with District and state policies related to discipline.</li> <li>2. Skipping class will result in an unexcused absence and Administrative consequences.</li> <li>3. A Student is tardy to class when they arrive at class after the designated start time.</li> </ol>	<p>Each case will be examined individually, but the following actions can generally be expected:</p> <ol style="list-style-type: none"> <li>1. Warning. Parent/Guardian notification. Counselor intervention and possible in-School suspension</li> <li>2. Student may be assigned lunch detention(s).</li> <li>3. Student may be assigned ISS, and/or out-of-School suspension. Parent/Guardian Notification. Student may be dropped from class.</li> </ol>

<b>Insubordinate or Disruptive Behavior</b>	
<b>VIOLATION</b>	<b>CONSEQUENCE(S)</b>
<ol style="list-style-type: none"> <li>1. Willful disobedience or disrespect of School staff.</li> <li>2. Disruptive Conduct/Insubordination.</li> <li>3. Leaving Campus, failure to follow proper checkout procedures.</li> <li>4. Refusal to identify oneself to School staff or giving false identification when on School grounds or at a School-sponsored activity.</li> <li>5. Fight promotion (talking or acting to encourage a fight). Any action, language, or behavior that would encourage or lead to a fight (circling around, watching, cheering, videoing etc).</li> <li>6. Minor theft (less than \$50.00 value) of School or personal property.</li> <li>7. Being in an unauthorized area.</li> <li>8. Profane, obscene, or abusive language toward staff members.</li> </ol>	<p>Each case will be examined individually, <u>but one of the</u> following actions can generally be expected:</p> <ol style="list-style-type: none"> <li>1. One to five-day suspension (possible in-School or out-of-School suspension). Restitution for theft. Parent/Guardian Notification. Counselor intervention.</li> <li>2. Three-to seven-day out-of-School suspension. Parent/Guardian notification. Restitution for theft.</li> <li>3. Seven-to ten-day out-of-School suspension or recommendation for expulsion. Parent/Guardian Notification. Restitution for theft.</li> </ol>

<ol style="list-style-type: none"> <li>9. Forgery of notes or signatures, or academic dishonesty.</li> <li>10. Any action or conduct that is reasonably likely to endanger the health and/or safety of the individual or others.</li> <li>11. Computer/Electronic device usage violations.</li> <li>12. Continued dress code violations.</li> <li>13. Inappropriate displays of affection.</li> <li>14. Smoking, chewing, vaping use, or possession of tobacco on School grounds or at a School-sponsored activity.</li> <li>15. Failure to follow Administrators' directions.</li> </ol>	
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<b>Seriously Disruptive Behavior</b>	
<b>VIOLATION</b>	<b>CONSEQUENCE</b>
<ol style="list-style-type: none"> <li>1. Interference with or intimidation of School authorities.</li> <li>2. Theft of School or personal property, over \$50.00 value.</li> <li>3. Intentional or malicious destruction of, or damage to, School or personal property.</li> <li>4. Evidence of drinking, or possession of, or furnishing or attempting to furnish, alcoholic beverages at School, or at a School-sponsored activity.</li> <li>5. Use, possession, or being under influence of drugs.</li> <li>6. Possession on School grounds or at a School-sponsored activity of any illegal drug or paraphernalia: bongs, pot pipes, vape pens or other items that are drug related, or for drug use.</li> <li>7. Intimidation of fellow Students or staff, bullying, harassment, or sexual harassment.</li> <li>8. Gang-related behaviors.</li> </ol>	<ol style="list-style-type: none"> <li>1. Parent/Guardian notification. Counselor intervention. Three-to ten-day suspension. Restitution for theft and damage to property. <u>▲ flagrant first offense may result in a recommendation for expulsion.</u></li> </ol>

<p>9. Altering of any official School document, whether printed or electronic. This includes grades, grade books, Attendance records, transcripts, letters, etc.</p> <p>10. Failure to follow in School detention/suspension expectations.</p>	
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<b>Violent Behavior/Expulsion</b>	
<b>VIOLATION</b>	<b>CONSEQUENCE(S)</b>
<ol style="list-style-type: none"> <li>1. Furnishing or sale of, or attempting to furnish or sell drugs, narcotics, or controlled substances.</li> <li>2. Fighting</li> <li>3. Lighting fires</li> <li>4. False Alarm</li> <li>5. Use or possession of weapons (or look alike/ replica weapons), explosives, dangerous instruments, such as guns, or replicas, nunchaku sticks, offensive sprays and chemicals, knives, brass knuckles, or any material which could result in injury or death, etc.</li> <li>6. Any attempt or threat to assault a School employee or other persons</li> </ol>	<ol style="list-style-type: none"> <li>1. Parent/Guardian notification. Counselor intervention. Recommendation for expulsion (<a href="#">SBP JGE Board Policy</a>).</li> </ol>

## Acknowledgement of Student and Family Handbook



For annual notices on directory information, Student records, military recruiting, and protection of Student rights, please see the [District Student Handbook](#) which is available on the JCSD website or at the School. A paper copy will be provided at your request.

Under federal law and School policy, the School District may release the following information without prior Parent/Guardian consent: Student name, participation in activities and sports, weight and height of members of athletic teams, degrees, honors, awards, dates of Attendance, and most recent School attended. **If you do not want this information released, please contact the School within 15 days of submitting this form (located in the [District Student Handbook](#)) to submit a written request. This form must be completed yearly.**

Student photographs are commonly used in yearbooks, newsletters, websites, and other School publications. **If you do not want your child's photograph used or released for these purposes, please contact the School to submit a written request. This form must be completed yearly.**

All Students will be issued a Google email account to have access to Google Apps for Education and other online collaboration. Please review the Student internet account agreement in the [District Student Handbook](#).

I acknowledge the acceptable use policy. **If you do not want your child to have this access, please contact the School to submit a written request. This form must be completed yearly.[ Should we say If you do not want your child to have this access, please submit a written request to the District Office ?]**

The "Every Student Succeeds Act" requires School Districts to provide, upon request, the names, addresses, and phone numbers of High School Juniors and Seniors to military recruiters and colleges. If you do not want the School District to provide information about your child to either, you have the opportunity to opt out. In order to do so, please check the box below.

**I do NOT want my child's information released to:** Military recruiter  Colleges/Universities

By signing this form, we understand and consent to the responsibilities outlined in the Bridges High School/JCSD District Student and Family Handbook. We also understand that the Handbook contains information about School policies, School rules, Athletic eligibility, Attendance procedures, and Annual notices. We understand all Students will be held accountable for their choices and behaviors; failure to comply with the guidelines in the Handbook and [School Board Policy](#) can result in discipline as outlined in the code of conduct. **We also understand that by failing to return this form does not excuse any person from complying with the Handbook policies, rules, and guidelines.**

Please sign below and return this form to the office within two weeks of the beginning of the School year. If you have any questions or concerns, please contact an Administrator at 541-475-4820.

**Student Name:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Parent/Guardian Name:** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_