SAFETY

10th grade year until they pass the exam or graduate from high school.

Physical Education differs from other classes on campus in (1) granting

PARKING

Library

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class course of study.

A lost and found station is maintained in the Attendance Office.

Lost cards must be reported at the Activities Office; replace-

TEXTBOOKS

A West High student may purchase tickets for dances, athletic events,

Student Activities Advisor ..................................................................Ms. Sue Eriksen

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day. The application may be picked up in the Counseling Office.

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LIBRARY

The regular library hours are 7:30am to 4pm Monday-Thursday, and from

When a teacher has locked their room, the room will remain secure.

To order Physical Fitness Exam clothing, please write your order to

HONOR ROLLS

There are two Honor roll recognitions:

1. Principal’s Honor Roll - Semester grades are “A” in all subjects with all

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Students who are ill or injured at school must obtain a medical excuse and student whereabouts. All absence verifications must include:

- A completed Health Center Form
- A completed Parental Excuse Form for off-campus absences should be made by 8:30am by sending an email or note to the Attendance Office. Off-Campus absences will only be after the Attendance Office verifies the presence of the student online through the CA High School Proficiency Exam (CHSPE). Once students are on campus, including zero period, they may not leave campus except with prior teacher and Student Health Center approval. Schedule on Tuesday. Students are to go to one of the cafeterias or the infirmary to report for attendance.

When a student is absent from school due to a contagious disease, they must provide a doctor’s note to the Health Office upon returning to school.

Make-up work is only acceptable for students who are ill or on campus during the day due to illness or injury. A student will miss a half-day of school for the period they are ill.

**Classwork for any verified absence MUST be made up during a reasonable time specified by the teacher. Failure to do so will result in the coursework being marked incomplete.**

### Off-Campus Passes

Students who leave campus during regular school hours MUST obtain an off-campus pass from the Attendance Office—this includes students in varsity athletics, nurses, emergency medical services, and Special Education.

Off-Campus passes will only be issued after the Attendance Office verifies the presence of the student online through the CA High School Proficiency Exam (CHSPE). Once students are on campus, including zero period, they may not leave campus except with prior teacher and Student Health Center approval. Schedule on Tuesday. Students are to go to one of the cafeterias or the infirmary to report for attendance.

Students who become ill during the school day are to report to the Health Office with a pass from their teacher. They will be released to go home after the Health Center contacts their parent or guardian. Such release and an off-campus pass is issued. Students leaving without an official off-campus pass, or otherwise obtaining such a pass without the school’s knowledge, will be considered a truant and will be held accountable.

Activity Passes and Participation in Activities

Such requests must be issued by teachers or staff twenty-four hours in advance of the activity. Teachers of varsity teams must request such an off-campus pass. If a student requests such a pass, the teacher must notify the Attendance Office in writing and the principal will notify the student’s parent or guardian in advance of the activity.

Students who are away during a morning or evening event to be eligible to attend or participate in the activity.

### Reasons for Absence

- Personal or family emergency (as defined in Education Code Section 44807)
- Unassisted medical care
- Student health issues
- Religious observance
- School functions
- Serious health issues that need immediate attention
- Inclement weather

### Tardiness

Promptness in reporting to school and to the classroom is vital to academic success except seniors who may be authorized to take fewer classes.

**Regular attendance is the first requirement for a successful high school career.**

### Athletic Letter and Awards

ATHLETIC LETTERS AND AWARDS

- Requires pupils to conduct themselves in a manner that is respectful to teachers and others in authority; and refrain from the use of profane and vulgar language.
- Enrolled in courses that fulfill the minimum graduation requirements of the district & meets the credit requirements for graduation.
- Three or more separate incidents of all day truancies will result in loss of dance privileges for the remainder of the year.

### Dress Code

**DRESS CODE**

- Coaches and teachers may impose more stringent dress requirements to accommodate the special needs of certain sports or classes.
- No grade of less than a C will be given to a student affected if the student does not wear approved physical education attire.
- Students who are engaged in extracurricular or special school activities.

**ELIGIBILITY—ACTIVITY, ATHLETIC AND FINE ARTS**

To be eligible for participation in school events, a student must, as a minimum requirement,

1. Have passed and earned a 2.0 grade point average in the equivalent of 20 semester credits of new work in the preceding quarter (five of these semester credits must be from SCRF if the student is enrolled for the morning session)
2. May not receive more than one U in citizenship in all classes in the preceding quarters
3. May only use one PE class to determine 2.0 G.P.A.
5. Athletics may be removed from 6th period athletics when they have been assigned as a second class one session.

**GRADUATION REQUIREMENTS**

1. Each student shall maintain a satisfactory citizenship record with six or more semesters of composite satisfactory or excellent citizenship grades required for graduation.
2. Each student shall earn a minimum of 22 credits for graduation.
3. Each student will be enrolled in six classes during each semester in attendance.
4. Each student shall obtain the following graduation requirements: a minimum of 15 credits.

**Attendance Policy**

 absences are marked as unexcused unless prior written approval is given from an administrator.

To receive the off-campus pass, a student must meet the following criteria:

- Full-time student and no suspensions
- Full-attendance status for at least one semester
- Good academic record
- Good behavior record
- No disciplinary referrals
- All absences must be excused

**Absences**

Absences during the 10th grade year are marked as unexcused unless prior written approval is given from an administrator.

### Attendances

- Tardiness
- Early dismissal
- Absences
- Unverified absences

**Cell Phone Policy**

School office drop off and pick up ability and policies are in place for safety and security purposes. All students are required to deliver or drop off items for student. To encourage responsibility, your student needs to earn a good behavior grade for the first quarter to be allowed to bring a cell phone and/or other electronic devices and be required to deliver or drop off items for student. To encourage responsibility, your student needs to earn a good behavior grade for the first quarter to be allowed to bring a cell phone and/or other electronic devices and be allowed to bring a cell phone and/or other electronic devices.

### Fallen in or on campus

- Requires pupils to conduct themselves in a manner that is respectful to teachers and others in authority; and refrain from the use of profane and vulgar language.
- Enrolled in courses that fulfill the minimum graduation requirements of the district & meets the credit requirements for graduation.