



# **DIABLO VISTA MIDDLE SCHOOL**

## **STUDENT/PARENT HANDBOOK**



**2021 - 2022**

Welcome to Diablo Vista Middle School, where we soar with the Eagles! This new school year brings many wonderful opportunities to work together to continue building a safe environment for our students with an emphasis on respect, academic excellence, and service.

The handbook contains school information, rules and regulations. Please read the handbook thoroughly and refer to it regularly. It is important that all students and parents read the handbook within the first few weeks of school. Please contact an administrator if you have any questions about the contents of the handbook. We value your partnership with us in the education of your student and the entire staff at Diablo Vista look forward to working together with you this year to ensure success.

Mrs. Rebecca Ingram  
Principal

### **DIABLO VISTA MIDDLE SCHOOL MISSION STATEMENT**

*"We are here, as a united community, to support and encourage each other to become positive, well rounded, lifelong learners and successful leaders of the future."*

Name \_\_\_\_\_

**MAIN OFFICE (925)-855-7600**

**FAX (925) 648-7167**

**ATTENDANCE LINE - 648-8641**

**COUNSELING 648-7166**

**\*\*\*Electronic version available on DVMS main webpage\*\*\***

## GENERAL INFORMATION

**LOST AND FOUND** - Clothing and books found on the campus should be put in the **LOST and FOUND** container in the **MPR**. We encourage students to clearly label all items brought to school. Bringing valuables to school is discouraged. Backpacks, books, lunches, purses, etc. should not be left unattended at any time. If something is lost, students should check in the **MPR Lost and Found** before or after school, during break or at lunchtime. At the end of each quarter, articles not claimed will be given to local charities.

**LUNCH - EATING ON CAMPUS** - A variety of hot and cold lunch items and snacks may be purchased in the cafeteria, located in the **MPR**. Lunches will be eaten in the **MPR**. In an effort to keep our campus clean, no one will be allowed outside to eat during lunch. The district food service provides free or reduced-price lunches for students who qualify. Students who wish to apply for this service should see the Office Manager; applications are in the school registration packet. Students are encouraged to bring their own snacks to eat during the ten-minute morning break. Parents are highly discouraged from bringing special outside food to their child during school hours. No food may be brought for children other than your own, due to health and allergy concerns.

**FORGOTTEN ITEMS** - Parents may drop off items that have been forgotten in the main office. Please have the student's name on the item. Classes will not be interrupted for forgotten items. Students may check in at the main office during break or lunch if they have forgotten lunch, school assignments, P.E. clothes, etc.

### **POSSESSION OF CELLULAR PHONES AT SCHOOL – SRVUSD Policy**

Possession of cellular phones or other electronic devices by a student, at school, is a privilege, which may be forfeited by any student who fails to abide by the pertinent district or school rules that pertain to the possession/use of such devices. Cellular phones or other electronic devices are not to be used, heard or seen during the school day. The district/school shall not be responsible for the loss of or damage to a cellular phone brought onto campus. If students do not comply with school and district guidelines, the device may be confiscated. Violations may result in further disciplinary consequences.

**NO CELL PHONES may be used during school hours. If phones are visible or audible, they will be taken and held for parent pick-up after school. Repeat violations will result in progressive discipline.**

**SMART WATCHES should be used to tell time and not for communication with others; this too will be taken and held for parent pick-up after school. Repeat violations will result in progressive discipline.**

**AFTER SCHOOL-** All students are expected to leave campus **fifteen minutes** after the end of the school day, unless they are in a school sponsored activity or the Danville Rec. program.

**VISITORS** - All visitors must sign-in and receive a *Visitor Badge* before proceeding to any part of the campus. Drop-in visits are not permitted. Any visit must be pre-arranged with school personnel. Students or friends from other schools are not permitted to visit Diablo Vista while school is in session or to attend school dances or other school activities.

## ATTENDANCE

**REPORTING AND CLEARING AN ABSENCE** - Being in class, on time and ready to learn, is one of the most important keys to success in school. In the event that a student is absent, a parent should call the attendance telephone recorder. The call must be made each morning if the absence is more than one day. **Students are not to call in their own absences.** If an absence is not called in, a note explaining the absence is to be brought to the attendance office **before** school begins upon the student's return. The following information should be included in either the phone message or note: student name - date of absence - reason for absence and relationship to the student.

***THE ATTENDANCE LINE IS ON 24 HOURS – 648-8641.***

**LEAVING DURING THE DAY** - If a student is to be dismissed before the end of the school day, a note must be presented to the attendance office before school. The note must contain the student's name, date, time of dismissal, and parent signature. **"Permission to Leave Grounds"** slip will be given to the student. At the beginning of the period, the **"Permission to Leave Grounds"** pass should be shown to the teacher. The parent or guardian must sign the student out in the attendance office, indicating the exact time of departure. If the student returns the same day, the student must sign back into the attendance office for a pass to return to class.

**HOMEWORK REQUESTS (Excused absences)** - If a student feels well enough to do homework assigned the day of the illness; a friend in the same class should be called for the assignment. For this purpose, students should keep the phone numbers of a "homework buddy" or two for each of their classes. You should also check **School Loop**, for daily assignments and class announcements. If a student is ill two or more consecutive days from school; please call the office by 9:30 a.m. on the third day to request make-up work. The teachers will attempt to assemble the assignments (per request) and have them in the office by 3:15 p.m. so that the work may be picked up the same day as requested. Please do not forget to pick up the requested work. Homework requests received after 9:30 a.m. may not be ready until the next day.

**OTHER ABSENCES FROM SCHOOL** - The State of California recognizes only illness, medical appointments, and funerals as legal absences. It may be necessary, however, for students to accompany their parents for reasons other than those listed. In order to benefit from such a trip and not miss out on schoolwork, students may complete an Independent

Study Contract if gone more than 5 school days. An Independent Study Contract will not be issued for less than 5 consecutive school days. The Independent Study Contract process is:

- a. Student or Parent obtains a Master Agreement for Independent Study contract from the Attendance office. It must be completed and returned to the office at least 5 school days **before** the student's absence.
- b. Assignment sheets are sent to each of the student's teachers for completion and returned to the attendance office.
- c. Assignment sheets and any accompanying material are collected and given to the student prior to their leaving.
- d. Students complete their assignments and turn their work into each teacher the day they return to school.

If this procedure is not followed, the student may not be given the opportunity to receive credit for any make-up work during the period of absence.

**MAKE-UP WORK** - Arrangements for make-up work, after **excused** absences, are the responsibility of the student. Make-up work from the teacher must be requested upon the first day of the student's return.

**TARDY/TRUANCY POLICY** - It is our belief that being on time to classes, meetings, and appointments is an important trait directly related to success in school and one's chosen career. When a student enters the classroom late it does cause a disruption. It is during the first part of the period that the lesson's objectives are explained, assignments are corrected, and new assignments are discussed. **All students should be at school no later than 8:05 AM. School begins at 8:10 AM. Students who arrive after the 8:10 AM tardy bell are considered TARDY and must sign in at the attendance office before going to class. A parent note or phone call is required if a student is going to be late.**

**Consequences for unexcused tardies to school (per quarter):**

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|-------------------------|---|
| 1 <sup>st</sup> Offense | Attendance office will document and attempt to resolve a student's tardy problem by discussing the situation and reinforcing the importance of being on time.   |
| 2 <sup>nd</sup> Offense | Attendance office will document the tardy and a letter will notify the parent. A copy of the letter should be signed and returned to Diablo Vista.  |
| 3 <sup>rd</sup> Offense | Attendance will document tardy and lunch work detail may be assigned.   |
| 4 <sup>th</sup> Offense | Attendance office will document tardy and an <i>After School</i> detention may be assigned and an attendance contract may be initiated.   |
| 5 <sup>th</sup> Offense | If tardies continue and the contract is not adhered to, consequences may include additional after school detention, (a student who is considered truant as defined under E.C. section #48260 may be required to attend make-up classes conducted on one day of a week-end #E.C. #37223, you may contact the school to review Education Code reference above) and school suspension for willful defiance, being dropped from the class, or referral to the school district's School Attendance Review Board (SARB). <b><u>Students will also be ineligible for school activities such as dances, other school activities, and school sports.</u></b> |

**TARDIES DURING THE SCHOOL DAY** - Teacher consequences will be applied according to their class policies and procedures. Students with repeat offenses will be referred to administration for further consequences.

**EXCESSIVE AND UNEXCUSED ABSENCES**- If a student is absent from school for three days in one school year without valid/legal excuse (illness, bereavement, or religious observance), or absent more than 30 minutes during the school day without a valid excuse on three different days, or has chronic absences (10 excused) they will be considered truant and the Student Attendance Review Board process will be initiated.

**CUTTING CLASS** - Students who are absent from their assigned class or area without permission will be deemed to be cutting class. Cutting class is considered to be a major violation of school rules and will be referred to the administration.

**HALL PASS POLICY** - Students out of class must have a hall pass or note from teacher in their possession.

## DISCIPLINE CODE AND BEHAVIOR GUIDELINES

**PHILOSOPHY** - Diablo Vista Middle School supports the philosophy set forth in the Discipline Code and Behavior Guidelines statement of the San Ramon Valley Unified School District. In striving to ensure the success of students, school staff and parents must work together to support the appropriate behavior necessary at school. In enforcing the rules of the school district and the State of California, students must understand that their actions do have consequences. **Students will be held accountable for appropriate behavior, regular school attendance, and continual striving for academic and co-curricular success. Students will be held accountable for behavior off campus if they are on their way to or from school (up to 1 hour after school).**

Positive student recognition programs have been designed to motivate students toward meeting the high academic and behavior expectations held by our school, district and community. Some of these programs, described earlier in this handbook, include:

- Diablo Vista “SOARING EAGLE” program
- Student of the Month
- Honor Roll
- A Campus of Character - DVMS Cookie Coupon

**STANDARD SCHOOL WIDE DISCIPLINARY PROCEDURES** - When a student is involved in some form of misbehavior, a review of the incident will occur. The student’s previous behavior record is extremely important for school staff to consider in dispensing discipline as a consequence of an incident of misbehavior. In general, the following levels of consequences for misbehavior are progressive in nature and ultimately lead to expulsion from the San Ramon Valley Unified School District. (*See Suspension and Expulsion Policy included*)

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|----------------|--|
| <b>Level 1</b> | Teacher documentation; <u>student/parent notification</u> ; warning of misbehavior; reinforcement of classroom and/or school rules and expectations. (Depending upon severity of misbehavior, a higher-level consequence may be assigned immediately). |
| <b>Level 2</b> | Teacher documentation; referral to administration; possible parent conference; school work detail; detention; loss of school activity privileges; possible referral to Student Success Team (SST); increase in school work detail or school detention. |
| <b>Level 3</b> | Student behavior contract; classroom suspension; in-house suspension; school suspension; referral to school attendance review board (SARB); drop from class.   |
| <b>Level 4</b> | Increase in level 3 consequences; minimum day schedule; transfer to alternative program; expulsion.  |

**There are some offenses, which are severe or have been repeated over time, however, and a consequence is assigned immediately, past record not withstanding.** When a student repeats a given misbehavior or combination of such, the penalty increases and becomes more serious. It should be noted that any offense or combination of offenses might lead to expulsion if other means of correction fail to bring about proper conduct, or when a student’s presence causes continuing danger to other students or staff members. Parent support and reinforcement of behavior expectations is critical in changing student misbehavior.

## DRESS CODE

Appearance and dress must be within the limits of safety, cleanliness, and appropriateness for school and shall not interfere with any aspect of the total school program. A student whose dress/attire is not appropriate for school will be asked to change into their P.E. clothes. The following dress and grooming requirements are to be followed:

- Hats are not to be worn indoors. Scarfs or hats worn for religious reasons are always acceptable.
- All articles of clothing or accessories which have slogans advertising alcoholic beverages, illegal substances, tobacco products, or bearing violence, crude, vulgar, profane, or sexually inappropriate language, advocate racial, ethnic, or religious prejudice, gang identity, or disrespectful or suggestive slogans are prohibited.
- Pajamas may not be worn at school unless it is for a scheduled spirit day.
- Short shorts and skirts are not to be worn at school. Undergarments shall not be worn as outerwear. Low cut revealing tops (front or back), sleeveless shirts or dresses, and swimsuits shall not be worn at school. Students will be asked to change into their P.E. clothes unless they have a change of clothes with them at school.
- Students must wear shoes or sandals with a heel strap at all times. High heels, slippers, flip flops, slides, and platform shoes are not to be worn at school. Students will be required to change into their P.E. shoes if they wear prohibited footwear.

**PROHIBITED MATERIALS - NOTE:** The return of confiscated items will be given to the parent at the discretion of the administration.

“SCHOOL PREMISES” ENCOMPASSES THE ENTIRE CAMPUS, INCLUDING PARKING AREAS AND AREAS NORMALLY SUPERVISED BY SCHOOL PERSONNEL.

1. The use, distribution, sale, or possession of any DRUGS, look-alike drugs, or illegal substances by students on or about the school grounds, is in violation of State Law and is cause for suspension or expulsion from school. The Danville Police will be notified and students will be cited (This includes over the counter, herbal and energy boost substances).
2. Use or being under the influence of or possession of alcoholic beverages of any kind is also in violation of State Law and is cause for suspension or expulsion. The Danville Police will be notified and students will be cited.

3. SMOKING or having tobacco, in any form including e-cigarettes, on or about school premises is cause for disciplinary action.
4. Matches, lighters, or any kind of noise making devices including poppers are not permitted on campus. Any type of explosive is illegal, and possession is grounds for expulsion.
5. Possession of any object having potential to inflict injury or damage upon another person or their property is not permitted. The objects will be confiscated and consequences for possession of a dangerous object will be imposed.
6. **Digital cameras including cell phone cameras, recorders of any kind, and laser pens cannot be used during the school day. These items may be confiscated by school personnel and returned to the parent.**
7. Buying, selling, or trading of ANY item is prohibited.
  1. Spitting is not permitted. Gum may not be brought onto the campus.
  9. Valuable items of ANY KIND should not be brought to school. The school is not liable if these items are lost or stolen.
  10. Do not bring any type of toy to school. These items may be confiscated by school personnel and returned to the parent.
  11. Bikes, skateboards, scooters and roller blades are not allowed on campus during school hours except in designated areas. Students are expected to follow ALL safety rules on and off campus.
  12. Large sums of money should not be brought to school. A student should not carry more money than necessary to purchase school lunch.

*Changes in Education Code Related to Expulsions. Through December 31, 2001, possession of an explosive is an offense under Education code (EC) section 48915(a)(2). Effective January 1, 2002 (as provided by recently enacted legislation, Senate Bill 166, chapter 166, Statutes of 2001), possession of an explosive will be moved from section 4895(a) (2) and placed in a new section, EC 48915(c), where it will be a new mandatory expulsion offense. To view California Education code visit the following website [www.leginfo.ca.gov/calaw.html](http://www.leginfo.ca.gov/calaw.html). All SRVUSD Policy and Procedures (APIP) will be included in the school registration packet. School rules are in the Parent Handbook that is available at registration and in the office.*

**EXPECTATIONS FOR APPROPRIATE BEHAVIOR AT DIABLO VISTA** - Always enter and exit classrooms in an orderly manner. Upon arrival to the classroom, students should have materials ready, sharpen pencils if necessary, be seated, be quiet and be prepared for the beginning of class.

- a. All school personnel and classmates shall be treated and addressed in a respectful manner.
- b. **Teasing and or/bullying is not tolerated at Diablo Vista.** “Just kidding” or “It was a joke” are not acceptable explanations for teasing or bullying behavior.
- c. Rules of courtesy to teachers and fellow classmates shall be followed at all times. Give courteous attention when anyone is addressing the class. Raise your hand for permission to speak. Follow each teacher’s procedures for sharpening pencils, leaving a seat, using the restrooms etc.
- d. Cheating in any form is unacceptable and not tolerated at Diablo Vista. Classroom and school consequences will apply:
  - Plagiarism – copying from another source in part or as a whole (print or electronic)
  - Using the internet as a resource without directly citing the source.
  - Copying another student’s work or allowing other to copy.
  - Obtaining information in any manner not directed by the teacher during a testing situation.
  - Representing another’s work as your own.
- e. The teacher dismisses class.
- f. Respect public and private property. Keep school desk and surrounding area clean and neat. Take good care of furniture, books, restrooms and other facilities and equipment provided. Restitution will be required along with disciplinary consequences for any damages caused by a student.
- g. Food is not allowed in the classrooms. **Gum is not allowed on campus.** Eat only in assigned eating areas and put trash in receptacles provided when finished.
- h. Please **do not plan individual birthday celebrations during the school day. Any balloons, gifts or other items brought to school will be held in the office until the end of the day. Special lunch deliveries for groups are not permitted.**
- i. School offices are the center of many activities. Students entering any office shall conduct themselves in a respectful manner.
- j. Students may not borrow money from other students.
- k. When problems cannot be solved in an appropriate way (talking it out), seek assistance from the counselor or other school staff member.

**ACCEPTABLE USE OF ELECTRONIC COMMUNICATION**

As the use of digital technology becomes more prevalent throughout our schools, the San Ramon Valley Unified School District is committed to helping students learn the responsible use of such technology in a safe and appropriate manner. This document serves as a reminder to parents and students that cell phones, cameras, video cameras, websites and other means of transmitting electronic data can be disruptive and/or harmful, with respect to themselves, other students and staff, as well as the overall school environment. The following information has been developed with the safety of all students and staff in mind.

### **CYBER BULLYING**

Cyber Bullying is the use of electronic information and communication devices to willfully and repeatedly harm either a person or persons through the medium of electronic text, photos, or videos. Examples of this behavior include but are not limited to:

- Sending/posting false, cruel, hurtful or vicious messages/comments.
- Creating websites that have stories, cartoons, pictures, and jokes ridiculing others.
- Breaking into an email account and sending vicious or embarrassing materials to others.
- Engaging someone in electronic communication, tricking that person into revealing sensitive personal information and forwarding that information to others.
- Posting of a student picture without their permission.
- Recording/posting inappropriate images or video will result in administrative consequences.

Bullying of this nature creates a hostile, disruptive environment on the school campus and is a violation of the student's and staff member's right to be safe and secure. Actions deliberately threatening, harassing, intimidating an individual or group of individuals, placing an individual in reasonable fear of harm or damaging the individual's property; or disrupting the orderly operation of the school, will not be tolerated.

### **INAPPROPRIATE USE OF TECHNOLOGY**

The fundamental principles behind these policies are that students should never do anything that harms another student or prevents them from learning. Any use of technological media that interrupts with a student's right to learn will not be tolerated. Electronic media includes, but is not limited to: social networking sites, chat rooms and discussion groups, instant messaging, text messaging, computers, cell phones and personal digital devices, digital cameras, cell phone cameras, and web cams. As new technologies emerge, they too may be included with the above forms of electronic communication. Examples of this behavior include but are not limited to:

- Sending, sharing, viewing, or possessing pictures, text messages, emails, or other material of sexually explicit, graphic, or disruptive nature on any device is prohibited on a school campus.
- If the conduct occurs off school grounds and causes or threatens to cause a substantial disruption at school or interferes with the rights of students or school staff to be secure, school administration may impose consequences. The Administration may also report the Cyber Bullying or Harassment to the police.

### **CONSEQUENCES - INAPPROPRIATE USE OF TECHNOLOGY**

Education Codes 48900.4 and 48900 (r), strictly prohibit harassment or bullying of any kind and such behavior is subject to consequences, including possible expulsion.

- Sexually explicit material that is transmitted electronically may result in parents or police being notified, and that material may be reported as suspected child abuse or neglect.
- All students involved in the transmission and/ or possession of such images or text may be disciplined under California Education Code 48900 (i): Committed an obscene act or engaged in habitual profanity or vulgarity.
- If reasonable suspicion exists that a student has been involved in possessing or transmitting such material, the electronic device involved may be confiscated and searched by school officials.
- The transmission of such material involving another student may be punished under California Education Code 48900 (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.
- Additionally, Education Code 48900 (k) states that any disruption of school activities or otherwise willful defiance of the valid authority of supervisors, teachers, administrators, school officials, or other school personnel engaged in the performance of their duties can also lead to suspension

*\*\*\* Education Codes 48900.4 "Harassment, threats, or intimidation creating an intimidating or hostile educational environment"*

*\*\*\* Education Code 48900 (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."*

*\*\*\* Education Code 48900 (i) "Committed an obscene act or engaged in habitual profanity or vulgarity"*

*\*\*\* Education Code 48900 (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 (k) of Section 32261, directed specifically toward a pupil or school personnel"*

### **ACTION STEPS TO RESPOND TO BULLYING OR HARASSMENT**

**Any student who receives such an image or message against their will should:**

- Inform a school official immediately.
- Save the evidence. Print the online harassing text if possible.
- Identify the bully.
- Clearly tell the bully to stop.

- Ignore the bully by leaving the online environment and/or blocking communications.
- File a complaint with the Internet or Cell Phone Company.
- Contact the bully's parents.
- Contact the police.

**SAN RAMON VALLEY UNIFIED SCHOOL DISTRICT**  
**699 Old Orchard Drive Danville, CA 94526**  
**Policy of Sexual Harassment (Board Policy 5145.7)**

*It is the policy of the Governing Board of the San Ramon Valley Unified School District to provide an educational and work environment free of unwelcome sexual advances, requests for sexual favors, and other verbal, visual or physical conduct or communications constituting sexual harassment, as defined by Education Code 212.5 and otherwise prohibited by state and federal statutes.*

Prohibited sexual harassment includes, but is not limited to, unwelcome sexual advances, requests for sexual favors, and other verbal, visual, or physical conduct of a sexual nature, made by someone from or in the work or educational setting, under any of the following conditions (Education Code 212.5):

- Submission to the conduct is explicitly or implicitly made a term or a condition of an individual's employment, academic status, or process.
- Submission to, or rejection of, the conduct by the individual is used as the basis of employment or academic decisions affecting the individual.
- The conduct has the purpose or effect of having a negative impact upon the individual's work or academic performance, or of creating an intimidating hostile, or offensive work or educational environment.
- Submission to, or rejection of the conduct by the individual is used as the basis for any decision affecting the individual regarding benefits and services, honors, programs, or activities available at or through the educational institution.

Other types of conduct which are prohibited in the district and which may constitute sexual harassment include:

**Verbal or written conduct:** making derogatory comments, including epithets, slurs, jokes, etc.; sexual propositions or flirtations, graphic commentary about an individual's body; sexually degrading words used to describe an individual; suggestive or obscene letters, notes or invitations; spreading sexual rumors.

**Visual conduct:** leering; making sexual gestures; displaying sexually suggestive objects, pictures, books, magazines, etc.

**Physical conduct:** inappropriate touching or impeding one's movement.

Every student, employee or applicant has the right to be free from harassment from adults and/or from students in the work or educational setting. The district prohibits retaliatory behavior against any complainant or any participant in the complaint process. Each complaint of sexual harassment shall be promptly investigated in a way that respects the privacy of all parties concerned.

A copy of this policy on sexual harassment shall be 1) displayed in a prominent location at school sites and work sites, 2) provided as part of the orientation for new students at the beginning of each term as applicable, 3) provided for employees annually at the beginning of the school year and for each new employee, and 4) included in publications that set forth the comprehensive rules, procedures and standards of conduct of the school or district. In-service regarding this policy and administrative procedures will be provided to all staff periodically as appropriate and annual review will be encouraged as part of student and staff orientation activities.

**Grounds for Suspension and Expulsion**

School administration will take into account frequency, severity, and grade level at which behavior problems occur. Repeated infractions may result in expulsion.

| OFFENSE  |
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| <p>Ed Code 48900</p> <p>A. 1. Caused, attempted to cause, or threatened to cause physical injury to another person.<br/> 2. *Willfully used force or violence upon the person of another, except in self-defense.</p> <p>*B. Possessed, sold, or otherwise furnished any firearm, knife, explosive, or other dangerous object.</p> <p>*C. Unlawfully possessed, used, sold, or otherwise furnished, or been under the influence of any controlled substance as defined in the Health and Safety Code, alcoholic beverage, or intoxicant of any kind.</p> <p>*D. *Unlawfully offered, arranged, or negotiated to sell any controlled substance as defined in Health and Safety Code, alcoholic beverage or intoxicant of any kind, and then sold, delivered, or otherwise furnished to any person another liquid, substance, or material and presented same as a controlled substance, alcoholic beverage, or intoxicant.</p> <p>E. Committed or attempted to commit robbery or extortion.</p> <p>F. Caused or attempted to cause damage to school property or private property.</p> <p>G. Stole or attempted to steal school property or private property.</p> <p>H. Possessed or used tobacco, or any product containing tobacco or nicotine products (except in the very limited instance of nicotine as an ingredient of a prescribed drug that requires ingestion during school hours) including, but not limited to, cigarettes, cigars, miniature cigars, clove cigarettes, smokeless tobacco, snuff, chew packets, and betel.</p> <p>I. Committed an obscene act or engaged in habitual profanity or vulgarity.</p> <p>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.</p> <p>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.</p> <p>L. Knowingly received stolen school property or private property.</p> <p>M. Possessed an imitation firearm. As used in this section, "imitation firearm" 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</p> <p>N. Committed or attempted to commit a sexual assault or committed a sexual battery as defined in the Penal Code.</p> <p>O. Harassed, threatened, or intimidated a pupil who is a complaining witness or a 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> <p>P. Unlawfully offered, arranged to sell, negotiated to sell, or sold the prescription drug Soma.</p> <p>Q. 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. For purposes of this subdivision, "hazing" does not include athletic events or school-sanctioned events.</p> |

- 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.
- T. A pupil who aids or abets, as defined in Section 31 of the Penal Code, the infliction or attempted infliction of physical injury to another person may be subject to suspension, but not expulsion, pursuant to 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).

**Additional Grounds:**

- \* Sexual harassment. (Ed Code 48900.2)
- \* Committed an act of hate violence. (Ed Code 48900.3)
- \* Harassment, threats, or intimidation creating an intimidating or hostile educational environment. (Ed Code 48900.4)
- \* Terrorist threat against school official or school property. (Ed Code 48900.7)
- \* Hazing (Ed Code 32050-51)

Any of the above may be referred to a law enforcement agency.

\*The principal or designee must notify law enforcement personnel of these offenses.

**DETENTION**-Detention shall be limited to one hour on school days and four hours on non-school days. A parent/guardian of the student to be detained must be notified at least twenty hours prior to the beginning of the detention. Saturday School attendance for discipline is at the election of the student or, in the case of a minor, the parent/guardian. (E.C. 37223)

**SUSPENSION**-Suspension is a disciplinary action that means removal of a student from ongoing instruction for a period of time not to exceed five (5) consecutive school days. Suspension by an administrator shall be preceded by an informal conference between the administrator and the student unless an emergency situation to be determined by the principal or designee exists. A student's parent/guardian shall be notified in writing of the suspension. Although the district is not required to hold a conference with the parent/guardian, the parent/guardian is required to attend such a conference when so requested by the district. 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, principal, or occurring within any other school district. A pupil may be suspended 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 the lunch period, whether on or off the campus; 4) During, or while going to or coming from, a school sponsored activity. (E.C. 48900 (p) At the discretion of the school administration, a student may receive "in-house" suspension, serving the term of suspension on campus under the supervision of school staff (E.C. 48911.1) **EXPULSION**-Expulsion means the removal of a student from enrollment in a school or the district as ordered by the Board of Education. Expulsion may be ordered for any of the acts listed under Grounds for Suspension and Expulsion when other means of correction have failed to bring about proper conduct, or when a student's presence causes continuing danger to other students. As defined in Ed Code 48915 (c), possessing, selling, or otherwise furnishing a firearm, brandishing a knife at another person, unlawfully selling a controlled substance, committing or attempting to commit a sexual assault or committing a sexual battery, or possession of any explosives, requires the principal to recommend expulsion. The length of expulsion for any of these offenses shall be one year. Parents of an expelled student are required to notify the receiving district that the student has been expelled. (E.C. 48915.1)

**LAST THOUGHTS**

*Many times problems seem overwhelming, but with help, they usually can be worked out. Please ask for help from any staff member before small problems become big ones. Make good choices. STOP and THINK before you ACT.*

- Stay organized, plan ahead, and have a positive attitude!!!

### Diablo Vista School Map

