



NORTHBROOK HIGH

**INDIVIDUAL CAMPUS
SUPPLEMENT**

2020-2021

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CAMPUS ACADEMIC SUPPORT

Academic Support

At YES Prep Northbrook HS (NBHS) we believe in providing proactive supports to all students in order to ensure each individual student’s success. This belief informs all aspects of our grading policies, academic support, and parent communication. Since we strive to support all students’ individual needs, our academic supports vary by situation and are based on students’ academic progress in the classroom as well as on various district, state and national exams. At YES Prep Northbrook HS, we frequently employ a variety of methods to each student in order to maximize their individual success, and some of those methods are captured below:

1. Flexible seating charts
2. Frequent tracked teacher check-ins during class
3. Small group instruction
4. Small group/Individual pull-out instruction
5. Strategically designed accommodations and supports for SPED and ELL students
6. Tutorials

Furthermore, at NBHS students may be placed on tutorials for a variety of reasons and can request tutorials with their teacher—depending on availability. If a student misses consecutive tutorials without an excuse, there will be an appropriate follow-up with their Dean of Students.

CAMPUS CULTURE

Campus Core Values

At YES Prep Northbrook High School, we believe strong culture and community are essential to student achievement. We create systems, structures, and routines, to create school-wide consistency, creativity and achievement for students and staff. It is critical that we create a high-quality culture, so students develop the character and academic skills needed to graduate from college prepared to lead.

We use our core values, discipline system, positive praise, and feedback to create school pride and safety, focus on learning, and foster relationships based on respect and kindness. This will ultimately lead to student achievement and success at YES Prep Northbrook High School and beyond. Our campus Core Values and definitions are listed below:

RESPECT To Listen Twice	POWER Ability to Act	EXCELLENCE Continuous Improvement
We believe all members of our community should have a voice and have that voice be heard. We believe that all students deserve access to the privilege provided by a college education.	We believe relationships are the foundation of learning. We believe in affirming and celebrating diversity. We believe that the achievement/opportunity gap is a civil rights issue.	We believe that all students are capable of excellence. We believe that the success of our students is a shared responsibility We believe that our differences make us unique.

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<p>We believe that all families are invested in the success of their student.</p> <p>YES Prep Northbrook High School is an anti-racist campus. We prohibit discrimination of any kind. We believe that hatred has no place on our campus.</p>	<p>We believe in the importance of empowering students to address social issues that impact their ability to lead a choice filled life. We support their choice to address inequities and injustices that exist in our community.</p>	<p>We seek to celebrate these differences, and we seek feedback to ensure that all students feel safe, supported, and successful.</p>
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Detention Guidelines

Detention is a consequence for repeatedly not following the YES Prep standards for conduct and behavior. When students are in detention, they will work silently on homework, read a school appropriate book, or sit silently to reflect. They may also be asked to participate in restorative conversations because we believe that detention should be an opportunity to reflect on the impact their decisions are having on themselves and their YES Prep community.

Detention is a system of accountability for not following the YES Prep standards for conduct and behavior. Detention will be given based on demerit total, which highlights a pattern of consistently receiving infractions associated with a demerit value.

Level 1 Detention (After School): Will be assigned automatically every time a student earns 3 demerits for repeating the same behavior, as determined by the YES Prep level 1 unified system. Detention is served Monday - Friday for an hour.

Level 2 Detention (Extended Detention) - Will be assigned automatically every time a student skips an assigned After School Detention. Extended Detention is served Wednesday in the Commons from 3:00pm - 5:00pm and Friday in the Commons from 4:00pm - 6:00pm.

The following behaviors may result in automatic detentions:

1. Student having a non-restorative uniform (no YES Prep polo or blue or khaki pants) violation
2. Escalated behaviors and/or persistent infractions - only DOS and GLCs determine this action case by case.

Guardians will be notified by staff members assigning their student detention via phone, text, and/or e-mail systems with the time the student will serve the detention as well as the reason the student receive detention.

Restorative Discipline

In order to promote the social, mental, and emotional development of our students, YES Prep Northbrook High School is a Restorative Discipline campus. Students that make decisions which violate expectations/rules will receive consequences in line with our policies but may have an opportunity to repair the harm they have done by participating in a Restorative consequence.

Positive Incentives

We are always looking for ways to celebrate students who are living out our core values and going above and beyond. Students can be recognized for their hard work and actions by receiving YES props.

Shout Outs	A public, verbal recognition of students who are living out our core values, usually accompanied with two claps.
Bid Trips	Small field trips with one or more staff member where students use props to bid on the trip they want to attend. Examples included after-school bowling or a trip to the bookstore. Some trips may cost money while others are free.
Core Value Awards	These awards are given each semester to students that models our core values - Power, Excellence, and Respect.
End of the Year Academic Awards	These awards are given to the top students in a grade level per academic subject area.
Honor Roll Recognition	Students who earn honor roll will be recognized each nine weeks and receive an honor roll certificate as well as celebration.

The following behaviors earn props in HERO:

- Helping Others
- Showing Grit
- Participating
- Teamwork
- Showing School Spirit
- Advocating
- Being on Task
- Going Above and Beyond

Props can be used by students to participate in Bid Trips (small celebratory trips organized by staff members). Props may also be used to “purchase” different supplies throughout the year from the school store.

Students are also recognized at the end of each grading period with Grade Level Spirit awards. Each teacher awards two students an award for showing outstanding character, while each House awards one student for each value.

Before and After School Expectations and Procedures

Students are not allowed to stay after school unless they have teacher approval or are staying for a school-sponsored activity (tutorials, athletics, band, etc.). All students must exit the building at the end of the academic day. All students that remain on campus must remain with the, unless prior permission to remain on campus after this time has been granted by a YES Prep Public Schools staff member who will remain with the student until they are picked up. Northbrook High School and YES Prep Northbrook High School staff are authorized to dismiss students from campus activities, if the student is not adhering to campus expectations.

Students have no more than 5 minutes after dismissal to report to their designated after-school location. Any student remaining in the halls after that point should have a hall pass.

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[After School Programming](#)

Students may participate in afterschool activities with YES Prep Northbrook High School staff or activities offered by Northbrook High School and/or Spring Branch ISD. Students are expected to follow all policies and procedures from the YES Prep Student Handbook and the Spring Branch ISD Student Handbook.

[Food and Drink Expectations](#)

Food and drinks are not allowed in the Academic wing (classrooms, halls, offices, etc.), and should be consumed in the Commons. Water is the only beverage allowed in the Academic wing. Students who have drinks that do not align with the food/drink policy will be asked to place the unauthorized item in their backpack. Students will receive a demerit for unauthorized food/drink.

[Gum Expectations](#)

Students are not allowed to chew gum anytime or anywhere on campus. YES Prep reserves the right to set expectations for not chewing gum on any school-sponsored trip, event or activity. Students found chewing gum on campus will be issued a demerit. Excessive incidents of gum chewing may result in additional disciplinary action.

[Uniform Expectations](#)

[YES Prep Uniform Philosophy](#)

YES Prep Public Schools believes in the power of community and school pride while also deeply valuing a student's right to express their individuality without the fear of unnecessary discipline, body shaming, or the confines of gender norms. Students have the right to be treated equitably and dress code enforcement at YES Prep Public Schools will not create disparities, reinforce or increase the marginalization of any group, nor will it be unfairly enforced more strictly against a student because of racial identity, ethnicity, gender expression, sexual orientation, cultural or religious identity, household income, body size or type, or body maturity.

[Campus Uniform Policy](#)

YES Prep Public Schools uniform policy is centered around values of equity and school pride. A school uniform allows for community building and options within the uniform selection allows for student and family choice. Uniforms should be worn each school day and should meet the expectations of district and campus guidelines. Like all YES Prep policies, if a student's uniform, dress, or accessory choice poses a concern for student physical or emotional safety, a campus administrator has the discretion to disallow the uniform item.

A uniform shirt is defined as either a campus polo, sold by YES Prep Public Schools, containing the current school logo, and is the correct color for the student's campus or a school pride t-shirt, distributed by the student's school.

YES Prep also has winter jackets, sweatshirts, and cardigans for sale to provide multiple options for outerwear. On Mondays, YES Prep Northbrook students must wear YES Prep, KIPP, or Northbrook MS/HS) outerwear.

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The following shows the uniform expectations throughout the week:

Shirt Expectations	
Monday	Students may wear: <ul style="list-style-type: none"> • YES prep Northbrook HS polo shirt ONLY
Tuesday - Thursday	Students may wear: <ul style="list-style-type: none"> • YES prep Northbrook HS polo • School spirit T-shirts (YP and NB) • Sweatshirts • College wear
Friday	Students may wear: <ul style="list-style-type: none"> • School spirit T-shirts (YP and NB) • College wear

Bottoms Expectations	
Monday	Students may wear: <ul style="list-style-type: none"> • Any color khaki pants* → NO jeans, leggings or sweatpants are acceptable
Tuesday - Thursday	Students may wear: <ul style="list-style-type: none"> • Jeans (ripped jeans are acceptable only IF skin is covered) • Any color Khakis • Leggings (only IF shirts are covering bottom)
Friday	Students may wear: <ul style="list-style-type: none"> • Any color khaki pants* • Jeans (ripped jeans are acceptable only IF skin is covered) • Leggings (only IF shirts are covering bottom)

Outerwear Expectations	
Monday	Students may wear: <ul style="list-style-type: none"> • YES Prep, Northbrook, and KIPP outerwear are acceptable. • Campus athletic department outerwear • Campus grade level spirit outerwear
Tuesday - Thursday	Students may wear: <ul style="list-style-type: none"> • YES Prep, Northbrook, and KIPP outerwear are acceptable. • Campus athletic department outerwear • Campus grade level spirit outerwear • Any brand outerwear that is appropriate for campus
Friday	Students may wear: <ul style="list-style-type: none"> • YES Prep, Northbrook, and KIPP outerwear are acceptable. • Campus athletic department outerwear • Campus grade level spirit outerwear • Any brand outerwear that is appropriate for campus

Shoe Expectations	
Monday-Friday	For safety purposes, all shoes must meet the following criteria: <ul style="list-style-type: none"> • Closed-toed • Must have backs (i.e. no slides) • Must have hard soles (i.e. no slippers) *Any color is permitted

Student ID Badge Expectations

Monday-Friday	ID Badges must be worn by all students on lanyards and <u>must be visible at all times.</u>
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PE Uniform Expectations

Monday-Friday	Students may wear their own athletic wear for PE classes. YES Prep will not offer PE uniforms to be purchased through YES Prep. Clothing for PE class must... <ul style="list-style-type: none">• Have school appropriate messaging• Meet criteria in the “Free Dress Days” category• Bottoms may not be higher than fingertip length above the knee
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Accessory Expectations

Monday-Friday	<ul style="list-style-type: none">• Students may have visible piercings and tattoos if messaging and images are school-appropriate.• Accessory items that are spiked (bracelets, belts, collars) are not permitted due to safety reasons.• No non-religious head covering are permitted (headbands are allowed, but no bandanas or athletic headbands should be worn.• Students are allowed to wear smartwatches except during testing. For safety purposes, hats and sunglasses are not permitted.
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CAMPUS ATHLETICS

YES Prep Northbrook High School students may participate in extracurriculars and events provided by Northbrook High School. This means that appropriate behavior for these activities can be found in the [Spring Branch ISD Student Handbook](#), including UIL and Northbrook High School academic expectations. However, YES Prep students will be held to additional standards and may receive additional disciplinary consequences if not living up to the school’s values. Students on academic support maybe subject to restrictions based on their academic performance, including, but not limited to, required tutorials or removal from athletic teams.

Any student participating in Northbrook extracurriculars should report to designated area (ex. Band room, Locker room, field) immediately following the dismissal bell.

Students are not allowed to stay after school unless they have teacher approval or are staying for a school-sponsored activity. All students must be off campus after the end of the academic day unless prior permission to remain on campus after this time has been granted by a YES Prep Public Schools staff member who will remain with the student until they are picked up. Northbrook Administration has the decision-making rights to ask a student to leave an event, if they are not following behavior expectations.

CAMPUS OPERATIONS

Late Bus Expectations (if applicable)

Please refer to the [SBISD Student/Parent Handbook](#)

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Common Area Expectations

Please refer to the [SBISD Student/Parent Handbook](#)

Lunch Time Expectations

Please refer to the [SBISD Student/Parent Handbook](#)

Procedures for Lunch Balances

YES Prep Northbrook High School students participate in the Spring Branch ISD lunch program and will follow the SBISD Student/Parent Handbooks in all matters related to lunch and lunch balances. Below is an excerpt from the SBISD Student Handbook. More information can be found in the SBISD Student Handbook.

Students will be allowed to charge up to \$20 to their accounts to accommodate special circumstances where money is not available to pay for a meal. All charges are the responsibility of the student and should be paid in full by the end of the school year. If you would like a refund for money prepaid to a student's account, you may request a refund from any Cafeteria Manager at any campus or you can send an email request to: cns@springbranchisd.com. Please include the student's name and/or student ID number, the name of the person entitled to receive the refund (parent or guardian), and the address where you would like the refund to be mailed. Refunds take approximately 2-3 weeks for processing. For questions please contact Child Nutrition Services, 713-251-1150 or 1031 Witte Rd., Bldg. T2A, Houston, TX 77055.

Traffic Procedures

Please refer to the [SBISD Student/Parent Handbook](#)

Front Office Hours of Operation

Monday & Friday	Tuesday, Wednesday, & Thursday
7:30am - 4:30pm	7:30am - 3:30pm

Campus Communication to Families

YES Prep Northbrook High School is a family-oriented school, and we believe in frequent communication with our families. YES Prep Northbrook High School will communicate with families in a number of ways throughout the school year, and we also encourage families to communicate openly with our teachers and leaders.

Many of our communication technologies at YES Prep rely on accurate phone numbers and email address for guardians and guardians. Please ensure that the YES Prep Northbrook High School Front Office has the most up-to-date phone numbers and email address at all times.

- School Messenger is our mass communication system, and you will receive automated texts and phone calls about important school-wide information.

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- Hero is our student discipline application, and families can access important information about their student's discipline, including demerits and detentions, by creating an account through the Hero website: <https://access.heropowered.com>
- YES Prep Northbrook High School maintains a campus Facebook page where we will post important updates, information about upcoming events, and celebrate the hard work of our students. Make sure to follow our Facebook page at www.facebook.com/yesprepnhs.
- YES Prep Northbrook High School also keep a campus page on the YES Prep website (www.yesprep.org) that will be updated with important information, including staff contact information, throughout the school year.
- Weekly Family Communication - YES Prep Northbrook High School will send a weekly news update to families to share important information.

YES Prep Northbrook High School staff members can be contacted through their YES Prep phone numbers and email addresses. Should you contact a YES Prep Northbrook High School staff member, please allow 24-48 hours before receiving a response. Up-to-date staff contact information can be found on the YES Prep Northbrook High School website.

Sign up for Skyward emails, @ypnhs Instagram, YES Prep Northbrook High School on Facebook and listen for School Messenger phone calls. *Some teachers may use Remind for their course. "

Student ID Cards

Student IDs are required at ALL times. Failure to produce an ID will result in a demerit and students will be required to purchase a temporary ID for \$1.

Please refer to the [SBISD Student/Parent Handbook](#)

Personal Items on Campus

To eliminate distraction from learning, we highly recommend that students limit the personal belongings brought to school with them to what is required for an academically successful day. Bringing personal items to school is "at your own risk," and YES Prep will not be held liable for loss, theft, or damage to a student's personal property.

We highly recommend that any personal items brought to campus are locked securely in a locker that only your student knows the code to and locks after each usage. Distracting (e.g. stuffed animals) or inappropriate objects will be confiscated and may be returned at the end of the school day, if deemed appropriate by a campus administrator.

If your personal belongings do not fit in a locker, students should not have them at school with them.

Former Student Visits

Alumni

Alumni and/or former students who want to visit campus should coordinate with a YES Prep Northbrook High school staff member before coming to campus to set up a day and time. The former student must have a pre-coordinated plan when they arrive to campus. When the former student comes to campus, they must check in at the front office and communicate the plan for their visit. An administrator will approve or deny the purpose of the visit.

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Previously Expelled Students

Students who have been expelled or who are currently placed at DAEP are prohibited from being on school grounds or attending school-sponsored or school-related activities. If the student has a sibling at YES Prep and there is a significant event at which the parent wants to have the expelled/placed student, the parent/guardian must first contact the school Principal to request a one-time approval to attend the event with the family.

Students Who Withdrew

Students who have withdrawn from YES Prep will not be permitted to visit staff members or students while school is in session.

Student Drivers

YES Prep Northbrook High School students will follow the [SBISD Student/Parent Handbooks](#) in all matters related to student driving privileges. Below is an excerpt from the SBISD Student Handbook. More information can be found in the SBISD Student Handbook.

“Students who drive cars to school are required to park in the designated student parking lots. Cars must be parked between yellow lines on the parking lot pavement. Cars which are not parked in the proper manner or area may be towed away or booted at the owner’s expense and the student driver will be subject to disciplinary action.

All cars in the student parking lot must display a parking sticker in the lower right corner of the front windshield. Parking stickers must be purchased by the student on his/her own initiative in the appropriate office. Middle School students are not allowed to drive.

Parking privileges are also provided for students who ride bicycles, motorbikes, or motorcycles to school. Areas of operation of these vehicles are limited to the parking lot or clearly defined driveways and do not include the sidewalks.

Vehicles parked on school property are under the jurisdiction of the school. School officials may search any vehicle any time there is reasonable cause to do so, with or without the presence of the student. A student has full responsibility for the security and content of his or her vehicle and must make certain that it is locked and that the keys are not given to others. Security demands that students leave their vehicles immediately upon arrival in the parking lot. No student without a pass from an administrator may enter the student parking lot during the day.

Vocational students who must leave via the parking lot during the day must have their vocational pass and identification available and must not loiter in the parking lot before leaving or after returning to the campus. The use of a car is a privilege and can be revoked.

Drivers are expected to exercise good judgment behind the wheel at all times. On campus, ten miles per hour (10 MPH) is the maximum speed limit.

Violation of any of these regulations is considered misconduct and may result in removal of parking privileges.”