



NORTHSIDE SECONDARY

**INDIVIDUAL CAMPUS
SUPPLEMENT**

2020-2021

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CAMPUS ACADEMICS

Homework Completion

Homework completion is an expectation, as it not only provides practice in academic skills and preparation for upcoming classwork, but also practices responsibility and follow through. With Integrity as a Core Value, Northside especially expects students to show honesty in work habits both at school and at home.

If students are found to have been involved in cheating on homework, all students involved will receive an after school detention and the homework assignment will be counted as incomplete.

CAMPUS CULTURE

Campus Core Values

YES Prep Northside works to be a change-agent in the community, developing life-long learners and equipping them with the skills and mindsets to live choice-filled lives. These intentions are rooted in beliefs that ALL students can and will grow both academically as students and socially as community members every year.

This work requires consistent collaboration between students, staff and families, and we ground that collaboration in our campus's core values.

PASSION - Building a love of learning and a personal drive for success

RESILIENCE - Creating a growth mindset and a willingness to try, no matter what the obstacle

INTEGRITY - Focusing on doing what's right

DISCIPLINE - Demonstrating self-discipline and a willingness to learn from mistakes

EMPATHY - Working to understand other individuals' perspective

Community Norms & Restorative Follow-up

YES Prep Northside will have three core community values that every student must adhere to. YES Prep Northside wants to ensure the following norms are true:

1. Every student feels safe
2. Every student can learn
3. The learning community is a place where students support one another

Safety: Hands, Bodies, and Technology	Focus on Community Learning	Kind Words and Actions
<p>Community members use hands, bodies, and technology in a safe and kind manner that protects self, others, and the group.</p> <p>Community members also follow safety protocols in order to care for self and others.</p>	<p>Community members limit distracting behaviors that prevent themselves or their peers from learning.</p> <p>Community members learn together and support one another.</p>	<p>Community members use words and actions that lift others up in virtual and in in-person spaces.</p>

When students don't meet the above community norms, students will earn a demerit for the following specific community norms:

- **Safety:** Demonstrates safe behavior towards self, others, and technology
- **Learning:** Preserves an on-topic learning environment
- **Kind Words and Actions:** Communicates and acts in an appropriate and kind language to peers and teachers

Behaviors that violate the above community norms will be tracked in HERO and may result in a restorative practice (reflection or assignment) but not result in a detention virtually/online. The following escalation of communication and restorative actions will be taken for students who continue to violate the community norms.

Triggers	Communication	Restorative Action
3 Times	Teacher calls home.	Student completes restorative reflection.
6 Times	GLC/DoS calls home.	School, student, and family participates in a restorative conference and behavioral contract is put in place.
9 Times	DSS calls home.	Student engages in non-cognitive skill learning and presents a presentation of learning for school and family. School, student, and family participates in healing circle and behavioral contract is revised for further actions.

Positive Incentives

Students at YES Prep Northside receive positive merits, or PRIDE Points, for demonstrating Northside's core values (passion, resilience, integrity, discipline and empathy). A student's PRIDE Points are always accessible via the Hero app. The number of points displayed is the number of merits that have been earned to date.

Students will be recognized when they meet certain point thresholds with different Northside incentives. Every six weeks, Northside will also host opportunities for individuals who have not

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earned detentions and have acquired a certain level of points within that grading cycle. Each month, the PRIDE of the Month award will recognize one student from each grade level who was nominated by teachers and peers for demonstrating PRIDE values. This student will be recognized school-wide and will hold their honor for the course of the month.

Northside also utilizes the following systems to ensure members of the PRIDE are recognized for their hard work:

- **Bid Trips** – small field trips with one or more staff member where students use PRIDE Points to bid on the trip they want to attend. Examples included afterschool bowling or a trip to the bookstore. Some trips may cost money while others are covered by the school.
- **Jeans Day** – students may be awarded a jeans day (Friday dress) on a day other than Friday for different incentives on campus.
- **Free Dress** – awarded at different parts of the year for different reasons where students can wear their choice of dress as long as it adheres to the dress code.
- **Deans' List Recognition** – Students who earn straight A's through the first semester get recognized at the beginning of the next semester for their hard work.
- **Honor Roll Recognition** – Students who earn honor roll will be recognized each six weeks and receive an honor roll certificate as well as celebration.
- **Perfect Attendance** – Students who have perfect attendance each six weeks will be recognized for their attendance.

PRIDE Points

Members of the PRIDE will have the opportunity to earn positive incentives, PRIDE Points, by demonstrating behaviors aligned to our campus core values. Students will have opportunities to use these points throughout the year. More information can be found below.

[Before and After School Expectations and Procedures](#)

YES Prep Northside will open the campus doors to students at 7:15 AM. If students are dropped off prior to that time, they will need to wait outside the Commons doors. Once allowed into the building, all students will wait in the Commons until 7:30 a.m. where breakfast will be available. At 7:30 a.m., high school students remain in the Commons while all middle school students will transition to the gym, where they will expect to be seated by grade level until 7:55 a.m. If a student has tutorials or needs to meet with a teacher prior to the start of the school day, the student must already have a pass from the teacher or activity sponsor. If students are found outside of their assigned location without supervision or permission, they will receive a consequence including, but not limited to, a demerit. The YES Prep Public Schools Code of Conduct and YES Prep Northside behavior expectations apply to students any time they are on campus.

YES Prep Northside dismisses at 4:00 PM on Monday, Tuesday, Thursday, and Friday, and has weekly early dismissal at 1:45 PM on Wednesday. Every day of the week, an additional bell will ring 10 minutes following the dismissal bell. This signifies that all students must be out of the halls and at their dismissal locations. Anyone found in the halls or without supervision after this time will receive a consequence, not limited to a demerit.

Students are not allowed to stay on campus after school unless they have teacher supervision or are staying for a school-sponsored activity. If a student leaves campus on their own at dismissal, they are not allowed to return to campus unless accompanied by a guardian.

Parents are given a 30-minute grace period to pick up their student. For those parents who continually pick up their child late from school, YES Prep Public Schools may report them to local authorities and/or Child Protective Services.

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The YES Prep Public Schools Code of Conduct applies to students at any time while on campus, including after school activities and events. YES Prep Northside students are subject to all campus discipline policies before and after school, and students can earn consequences including, but not limited to, demerits and detention during after school activities.

[After School Programming](#)

After school activities are a key component of our programming. After-school programming includes, but is not limited to, Bid Trips, Tutorials, School-Wide Activities, and Detention. Any time that there is a school-sponsored activity such as tutorials, a club, a bid trip, parents will always receive written notification for the activity.

If there are evening performances, dances, or celebrations that begin any time after 4:30, students must leave campus and return for the event. YES Prep Northside will notify families if a holding room is available after school for such an event, otherwise it should be assumed that there will not be a space provided.

Students who are participating in after-school programming and events are still held accountable to the YES Prep Public Schools Code of Conduct and YES Prep Northside behavior expectations.

[Food and Drink Expectations](#)

Food and drink are permitted in the cafeteria only. Food is not permitted in other areas (including the hallways) unless approved by a staff member.

Water, in a clear bottle, is the only drink permitted outside of the cafeteria. All other beverages and beverage containers are not permitted.

Any food that students bring must be sized for an individual person – students may not bring “family size” chips as students are not allowed to share food with each other. We discourage students to bring candy or other items as their meals, and we encourage them to eat meals on campus. All YES Prep students have the opportunity to eat free breakfast each morning and access to lunch during the school day.

[Lunch Deliveries](#)

We discourage lunch deliveries to students during the school day as this is a disruption to instruction and interrupts front office work functions. If a student forgets their lunch, they are encouraged to eat the school lunch provided daily. In rare occasions, the Front Office will accept a lunch if it does not become a habit by the student or parent. A parent/guardian is the only individual who may provide food for their child. Food that is delivered to students during the day may not be eaten in the classroom unless it follows the classroom food rules. If it is delivered prior to the start of lunch, the student should store the food in their locker until lunch time. If a parent is delivering lunch to a student, the parent must get out of the car and check into the front office to distribute the lunch. For safety reasons, students are not permitted to enter the parking lot to pick up lunches from cars that have arrived on site.

[Sharing Food](#)

Students should eat only the food they are given by their own parents/guardians or purchase food through Preferred Meals. Students are not permitted to share food with other students, and parents are not permitted to give food to other students than their own children. Students who are observed sharing food may have to forfeit the food they were sharing and may be subject to disciplinary action.

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YES Prep Northside is a gum free campus for adults and children. Students are prohibited from chewing gum at any time on campus. Students who are chewing gum will be asked to throw it away and receive a demerit. Excessive demerits for gum chewing will result in detention. YES Prep Northside reserves the right to set expectations for not chewing gum on any school-sponsored trip, event or activity.

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. A student’s outerwear may only be YES Prep and may also include outerwear sold by the athletics department on campus.

The following shows the uniform expectations throughout the week:

Shirt Expectations	
Monday - Friday	<p>Students may choose between:</p> <ul style="list-style-type: none"> A. Campus-specific YES Prep Polo (purchased through YES Prep) B. Campus School Spirit T-Shirt (purchased through YES Prep, <i>only YES Prep School Spirit shirts for 20-21 are allowed. Grade Level t-shirts and former year t-shirts are not permitted M-TR as the standard uniform</i>) <p><i>Students may choose to wear any color undershirt underneath their polo or t-shirt.</i></p>

Bottoms Expectations

Monday - Friday	<p>Students may choose between pants, skirts, or shorts of the following:</p> <ul style="list-style-type: none">• Khakis (any color)• Jeans (any color)• Joggers (any color, must be jean or khaki material- may not be sweat pant material) <p><i>Students may not wear leggings, jeggings, athletic or mesh shorts, workout bottoms, or pajama pants. Pants may not have holes. Shorts and skirts should be no more than fingertip length above the knee. Bottoms must be worn at the waist.</i></p>
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Outerwear Expectations

Monday-Friday	<p>Students may only wear YES Prep outerwear. Students may choose from the following:</p> <ul style="list-style-type: none">• YES Prep water-proof jacket (purchased through YES Prep)• YES Prep sweatshirt (purchased through YES Prep)• YES Prep cardigan (purchased through YES Prep)• Campus athletics department outerwear (purchased through campus Athletics Department)• Campus-issued grade level or spirit sweatshirts etc. (purchased through campus as applicable)
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Shoe Expectations

Monday-Friday	<p>For safety purposes, all shoes must meet the following criteria:</p> <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
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Student ID Badge Expectations

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

Monday-Friday	<p>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...</p> <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 as long as messaging and images are school-appropriate.• Accessory items that are spiked (bracelets, belts, collars) are not
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	<p>permitted due to safety reasons.</p> <ul style="list-style-type: none"> • Students may wear a variety hairstyles and colors. Head shaving designs are permitted as long as images are school-appropriate. • Hats and sunglasses are not permitted for safety purposes. • Religious head-coverings are permitted but other head-coverings are not permitted.
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Free Dress Expectations	
Monday-Friday	<p>On free dress days, clothing should meet the following criteria:</p> <ul style="list-style-type: none"> • T-shirts are acceptable, however all clothing and accessories must be school appropriate: YES Prep prohibits pictures, emblems, or writings on T-shirts that are lewd, offensive, vulgar or obscene or that advertise or depict tobacco products, alcoholic beverages, drugs, or any other substance, show gang affiliation, or depict violence in any way. • No tank tops, halter tops, tube tops, net or sheer tops, shirts with spaghetti straps, or strapless tops for any student. • No bare midriffs (half shirts) allowed for any student. • No open-toed shoes. • All pants, shorts, and skirts must meet the criteria established in the Monday through Friday uniform for pants/shorts/skirts.

CAMPUS ATHLETICS

YES Prep Northside offers athletic participation in Cross Country, Volleyball, Basketball, Soccer, and Track & Field at the middle school and high school level.

Security guards will be present at most home games to ensure safety for all in attendance. Students may attend games without parents present.

Admission to most athletic events are \$2 for students unless otherwise noted (i.e. tournament games/events).

All students need to be picked up no later than 30 minutes after completion of the athletic event. Failure to pick up a student in a timely manner could result in the student not being able to attend future athletic events.

Spectators who do not follow specific guidelines set by the Athletic Department could be asked to leave by the Athletic Director, Northside administration, teachers, security guard or officials. Also, spectators who are asked to leave could be banned from future athletic events. If a student is removed from a game, they will automatically be suspended from the next game. Depending on removal from game additional consequences could be imposed from the Athletic Director.

All student-athletes are required to maintain a 70% average in all classes (6th graders must maintain an 80%) to remain eligible. At grade checks, any student-athlete below those averages will become ineligible for the next 3 weeks. Student-athletes that receive an after-school detention will receive a 1 game suspension. Student-athletes that receive either an in or out of school suspension will be dismissed from the athletic team by the Athletic Director. Any additional disciplinary issues will be handled by the Athletic Director and Dean of Students.

CAMPUS OPERATIONS

Common Area Expectations

At YES Prep Northside, we have a number of common areas on campus, and it is the expectations that all members of the PRIDE treat these spaces with respect and leave them better than they found them. Common areas include, but are not limited to, hallways, restrooms, the Commons, the gym, parking lot, field, and Front Office. Any intentional littering, defacing, damaging of space/property will be subject to our campus disciplinary process. Students should only be in common areas during designated times and/or under the supervision of a staff member. Should a student be in a common area during class time without a hall pass, the student will receive a consequence including, but not limited to, a no hall pass demerit. Failure to adhere to campus expectations in common areas can result in referral to the Dean of Students, Director of Student Support and/or Principal.

Lunch Time Expectations

Students at YES Prep Northside will eat lunch in the Commons or another location designated by administration. Students are expected to remain in the designated lunch location for the duration of lunch, and they should not loiter in the hallways, bathrooms, or in empty classrooms without a pass or adult supervision.

A parent, or an adult listed as an emergency contact, may eat lunch with their student if a valid photo ID is presented and they are listed on the student's record. A parent/guardian is the only individual who may provide food for their specific student. Food will not be accepted from non-parental deliveries (e.g. Uber Eats, Dominos), and students/parents are not allowed to order food for delivery as deliveries will be turned away.

Students who are caught sharing food with other students will receive a demerit. Additionally, students may not remove food from the cafeteria following lunch.

Traffic Procedures

AM Drop Off

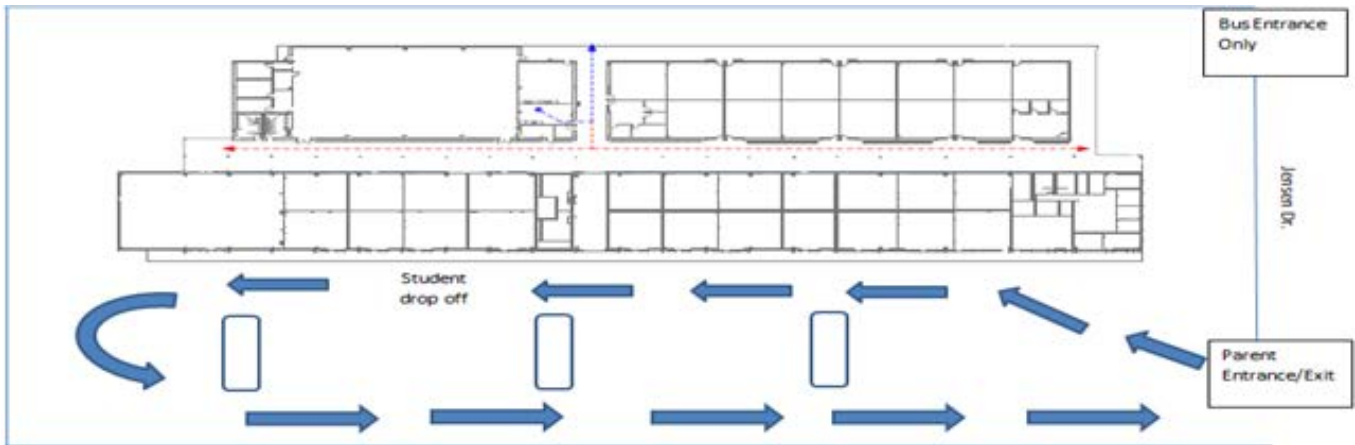
In the morning parents will enter through the south gate and drive on the right hand side of the lot. Students should only be dropped off at the designated drop off locations. Students should never be dropped off on the street as this is dangerous and leads to traffic congestion on Jensen. Make sure you are following guidance from staff members that are outside on duty. The speed limit for driving a vehicle on campus is 10mph. When exiting the parking lot you must turn right. This helps us ensure traffic is moving as efficiently as possible.

PM Pick Up

In the afternoon parents will enter through the south gate and drive on the right hand side. Students should never be picked up on the street outside of campus. Students can be picked up near the Commons. Wait until you reach one of the designated pick up areas to pick up your students. Do not stop traffic to pick up your student outside of these areas. Make sure you are following guidance from staff members that are outside on duty. The speed limit for driving a vehicle on campus is

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10mph. When exiting the parking lot you must turn right. This helps us ensure traffic is moving as efficiently as possible. If you are picking up your student prior to dismissal you must pick up 30 minutes prior to dismissal.



Front Office Hours of Operation

Our front office will open at 8:30 a.m. each day and will close by 3:45 p.m.

Campus Communication to Families

There are a number of ways in which we share information out with our families. Each week, Family Notes be distributed to all email addresses on file. Additionally, we will update information on our Facebook and Instagram pages on a regular basis. Students and families can communicate with teachers through their YES Prep professional numbers or by email. Teachers will make their best effort to return calls and voicemails as soon as possible, but no longer than 24-48 hours after the initial communication.

We have transitioned to using new technologies that will help overall communication. For example, families may receive communication through Classroom Messenger via phone and email for logistic reminders pertaining to their student. These new technologies rely heavily on accurate phone numbers from parents. Please ensure your contact information is up to date and always notify the front office if a number has changed in the household.

Here are some options for communicating with teachers:

- Email your teacher and expect a response within 24-48 hours.
- Call your teacher at his or her YES Prep professional number and expect a response within 24-48 hours.
- Ask if your teacher has an email list that you can sign up for to receive outgoing reminders and communication.

Finally, we encourage all families to download the Hero application, to stay up to date on classroom behaviors of their student.

[Personal Items on Campus](#)

Any personal items brought to campus are at the risk of the student. YES Prep is not responsible for any lost or damaged items. We strongly encourage students to leave all personal items of value at home.

[Former Student Visits](#)

We encourage a family atmosphere at YES Prep Northside. If there are alumni or former YES Prep students that would like to visit, we require them to arrange a scheduled time with a current YES Prep staff member and visit the front office to obtain a visitor pass. All visitors to campus must check in at the front office and receive a visitor pass, regardless of age. Students who were expelled are not allowed to be present on campus for 180 days following the expulsion.

[Student Parking on Campus](#)

Student with valid parking access (as outlined in the YES Prep Student Handbook) should park in the lot section indicated with the yellow rectangle.

