



BRAYS OAKS SECONDARY

**INDIVIDUAL CAMPUS
SUPPLEMENT**

2021-2022

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CAMPUS ACADEMICS

Academic Support

The staff at YES Prep Brays Oaks are here to ensure that all our students meet and exceed academic goals and are prepared to lead choice-filled lives. YES Prep Brays Oaks will review student academic performance on an on-going basis, and we will contact guardians as needed to ensure that students are able to be successful at school.

Any YES student who has failed two or more classes on a report card will be placed on Academic Support. Academic Support will last for a minimum of nine weeks, or one grading cycle. Guardians

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of students placed on Academic Support will receive communication from the school via letter, phone call, and/or in-person conference. While on Academic Support, teachers will provide the student with frequent updates around their grades.

During this time, students should focus their time and effort on making sure that they are earning passing grades (70 percent or above) in all classes. Students should make an extra effort to contact all teachers with questions about homework or projects, complete reassessments as appropriate, and schedule lunch and/or after-school tutorials if necessary, to bring up their grades.

Homework Completion

We believe that homework is a component of teaching our Cavaliers skills and stamina that will prepare them for college and the workforce. Homework is an opportunity for Cavaliers to have additional opportunities to practice skills learned during the school day.

As such, it is the expectation that student's complete homework that is assigned to them as part of their growth as students. If a student does not complete a homework assignment, they will receive an *"Academic Preparedness"* demerit.

If a student is caught cheating on or plagiarizing a homework assignment, they will receive an automatic detention. Additionally, they will receive a minimum recorded grade of 50% on the assignment with a retake opportunity offered to earn a maximum recorded grade of 70%.

Examples of academic dishonesty with homework include, but are not limited to, allowing another student to copy an assignment, or sharing answers to a homework assignment. Additional information on YES Prep's Academic Dishonesty policy is included in the YES Prep Unified Student Handbook.

CAMPUS CULTURE

Campus Core Values

YES Prep Brays Oaks core values are as followed: Courage, Quality, Learning, Perseverance, Community and Honor. Our goal is to instill these values in our students and develop a college-ready character. At YES Prep Brays Oaks, there are 8 behaviors that we expect students to exhibit. These behaviors contribute to building school pride and ensuring a safe learning environment, maintaining a strong focus on learning, and treating all members of our community with kindness and respect. When a student does not exhibit these behaviors, they are negatively impacting their own learning environment and that of their peers.

Detention Guidelines

Our detention system is based on the accumulation of demerits. Demerits are given when student do not exhibit one of the following 8 behaviors and impact the learning environment. The following are demerits students could earn:

Demerit Codes		
Safety: Hands, Bodies, and Technology	Focus on Community Learning	Kind Words and Actions
<ul style="list-style-type: none"> • Safe physical interactions • Safe and appropriate technology use • Adheres to all safety protocols 	<ul style="list-style-type: none"> • Academic preparedness • Engaged in learning • Timeliness 	<ul style="list-style-type: none"> • Use of unharmful language • Demonstrating unharmful behaviors

When students earn 9 demerits under the same infractions, they will serve a detention. Our detentions will be hosted during lunch on Tuesdays and Thursdays. Students will report to the detention room and attendance will be taken at the bell. They will be brought their lunch, complete a reflection and have a check-in with the detention monitor. Students can be given an automatic detention by administration or their grade level chairs depending on the severity of infraction. If students chose not to serve their detention it will be rescheduled for the next available detention. If student continues to not serve their detention a suspension will be issued. Students can attend tutorials instead of a detention if they have teacher permission.

Positive Incentives

Students will have the ability to earn CAV points for displaying our values through positive behaviors and interactions. Each positive behavior/interaction is worth five points and will be logged through the HERO system. Students will use these points to buy privileges and other incentives.

Students will also receive rewards and recognitions based on their academic growth, overall academic performance, behavior, and/or attendance.

Before and After School Expectations and Procedures

Before School Expectations and Procedures

- Students should wait under the Y-awning or until the front doors open at 7:45 am. Students may not go in the gym, lobby, or upstairs, even with teacher supervision. At 7:45 am students will come in through the cafeteria doors, grab breakfast (breakfast hours are from 7:45- 8:25 am), and sit in designated spots until they are dismissed at 8:00 am. Students may use technology and work on homework during this time. Once dismissed students will throw away garbage then report directly to their first period classrooms.
- Students participating in the ACE morning programming will follow the morning procedures set by the ACE program.
- From 8:00- 8:25 students can collect their breakfast in the cafeteria and report directly to their first period class. All breakfast items will be cleaned up starting at 8:25 am and first period will begin promptly at 8:30 am.

After School Expectations and Procedures

- When students leave campus after school they are not permitted back on campus. If students leave campus and then return, they will receive a detention; this is to ensure the safety of all students and staff who remain on campus. Students will sit with the administrator on duty until guardians can come and pick up the student.
- 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 in the afterschool event (e.g. detention, tutorials, athletics, ACE programming, etc.) by 4:05 p.m. After 4:05 p.m., students may not re-enter the building, and students inside the building will be escorted outside. Students inside after 4:05 p.m. can receive demerits for not being in a supervised location. Students must have a hall pass to be in the hallways after 4:05 p.m.
- All students must be off campus 30 minutes after their last officially scheduled activity 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. Any student remaining on campus 30 minutes or more after the last scheduled activity may be required to wait in the cafeteria until they are picked up. YES Prep Brays Oaks will enforce the late after school pick-up policy as outlined in the system-wide unified handbook.

After School Programming

Students may have after school programming for a variety of reasons: ACE, athletics, tutoring, clubs/extra-curricular, and/or social trips with teachers and peers. All activities will be communicated ahead of time to parents and will always be supervised by at least one staff member. Parents can reach out to the staff member directly coordinating the event if they have questions or can call the front office for more information as needed. Families and students should be clear on their activities end time to avoid excessive time on campus after an event. A staff member will always stay on campus or the location of the event until the last student is picked up.

Food and Drink Expectations

Students may carry water in clear plastic containers into their classrooms. Students may bring other beverages to school to drink during lunch, but they must always be out of sight during the instructional day, until lunch block. Students may not eat food in class, and any food brought to school must be out of sight during all portions of the day except for lunch. Students are not permitted to share food or beverages, including during lunch. Parents and family members may not bring food items for any students but their own. If parents are dropping off food for their student, drop-offs must be coordinated through the front office. Students may not wait in the lobby or outside to pick up food.

Gum Expectations

Students are not allowed to chew gum at any point during the school day. Students will receive a demerit if they are chewing gum and will have to throw their gum away. Students are not allowed to chew gum during lunch. YES Prep Brays Oaks reserves the right to set expectations for not chewing gum on any school-sponsored trip, event or activity.

[Dress Code](#)

YES Prep Dress Code 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 Dress Code Policy

YES Prep Public Schools' dress code policy is centered around values of equity and school pride. The YES Prep dress code allows for individuality building and also allows for community building through optional campus-specific shirts and outerwear. The dress code should be met each school day and should meet the expectations of district and campus guidelines. Similar to all YES Prep policies, if a student's dress or accessory choice poses a concern for student physical or emotional safety, a campus administrator has the discretion to disallow the dress item.

A campus-based YES Prep Polo or YES Prep-based Spirit Shirt is sold by YES Prep Public Schools, containing the current school and official YES Prep logo and is distributed by the student's school or Athletic Department.

YES Prep Public Schools also has sweatshirts and cardigans for sale to provide multiple options for outerwear. While a student can choose to wear their own outerwear, YES Prep or campus outerwear allows for additional school-pride building opportunities. If a student chooses to wear YES Prep outerwear, it may only be provided by YES Prep or the campus Athletics Department. The following is the dress code expectations throughout the week.

Monday through Friday Dress Code

Dress Item	Expectations
Free Dress	<p>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. <p>All pants, shorts, and skirts must meet the criteria established in the "Bottoms" for pants/shorts/skirts.</p> <p>YES Prep polos will still be available for purchase if a student/family chooses to wear the polo as one of their daily shirt options.</p>
Bottoms	<p>Students may choose between pants, skirts, or shorts of the following:</p> <ul style="list-style-type: none">• Khakis (any color)

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	<ul style="list-style-type: none"> • Jeans (any color) • Joggers (any color, must be jean or khaki material- may not be sweat pant material) <p>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 shorter than mid-thigh. Bottoms should be worn at the waist.</p>
ID Badges	ID Badges must be worn by all students on lanyards and must be visible at all times
Shoes	<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
Accessories/ Styling	<p>Students may have visible piercings and tattoos as long as messaging and images are school-appropriate.</p> <p>Accessory items that are spiked (bracelets, belts, collars) are not permitted due to safety reasons.</p> <p>Students may wear a variety hairstyles and colors. Head shaving designs are permitted if images are school-appropriate.</p> <p>Hats and sunglasses are not permitted for safety purposes.</p> <p>Religious head-coverings are permitted.</p> <p>Brays Oaks will permit other head-coverings (i.e. scarves, wave caps) because they are culturally responsive and affirming. Bandanas will not be permitted on campus as they impact the safety of the learning environment.</p>
Outerwear	<p>Students may wear any outerwear as long as it is appropriate. However, students may also have the option of purchasing the following from YES Prep or Athletic Departments to build school-pride and community: Students may choose from the following:</p> <ul style="list-style-type: none"> • 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) <p>*Note: Students may not wear hoods that cover their heads/faces on campus in order to meet safety expectations.</p>
PE Uniform	<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” category • Bottoms may not be higher than fingertip length above the knee

CAMPUS OPERATIONS

Common Area Expectations

Students will be held accountable to the 8 behavior expectations while on campus grounds (including before and after school) and in all common areas. Students may receive a demerit or CAV points by any staff member depending on their behavior in common areas including hallways and the cafeteria.

Students will be allowed to carry backpacks. To facilitate the flow of traffic within the school, students will be required during passing periods to travel upstairs by A stairwell (front) and downstairs by B stairwell (back) throughout the day. The only exceptions are during class time when students have a pass, before school when students can travel up by both stairwells and after school when they can travel down by both stairwells. Students may carry water in clear plastic containers into their classrooms. Students may bring other beverages to school to drink only during lunch, but they must always be out of sight during the day. Students may not eat food in class.

To assist our students in “acting in a way that leaves a lasting impression on others,” we will be enforcing all expectations before and after school. Any student chewing gum, horse playing, walking on the grass or bushes without permission or behaving in an inappropriate manner may receive a demerit.

Lunch Time Expectations

Students will attend their lunch by decks (6th and 7th lunch, 8th and 9th lunch, 10th through 12th lunch). The Dean of Students for each deck will set specific expectations for lunch time behavior and procedures for each deck. The following procedures are common across all decks:

- Students should report straight to the cafeteria at the beginning of lunch. If students arrive after the bell rings, they will receive a tardy demerit.
- Students should receive a pass from teachers if they plan on leaving the cafeteria during lunch. Students will not be dismissed from the cafeteria without a pass.
- Students must adhere to all behavioral expectations for common spaces on campus.
- Students must have a pass or permission from a lunch monitor to use the restroom or microwave. Students may not use the microwave to pop popcorn. Inappropriate use of the microwave will result in loss of microwave privileges.
- Students may not share lunch or snacks with other students at lunch. Students may not use a delivery service to have food delivered at any time during the school day.

Traffic Procedures

Maintaining orderly traffic patterns ensures that all students get to school safely and on time and minimizes parental time spent waiting. The following rules are in effect from 8:00 a.m. to 8:45 a.m. and 4:00 p.m. – 6:00 p.m. (on early release days, the policy is in effect from 1:00 p.m. – 4:00 p.m.). Do not make a left turn in the median on Westbrae right in front of the school entrance during these hours.

- ALWAYS enter the school through the Benning entrance. The gate on W. Bellfort is never to be used as an entrance and is for exit only.

- Do NOT enter through the Westbrae side gate (bus entrance) under any circumstances. The side gate is for bus entrance and vehicle exiting only.
- Do NOT make an illegal left turn into the Westbrae entrance. Not only is this dangerous for our students, but it backs up traffic and is disrespectful to those who abide to the traffic laws.
- Do NOT drop off or pick up students on Westbrae on the far side of the school property. This is dangerous for your student, and it makes students behind you late because you are blocking the entrance to the school. Alternatives if you are running late include dropping or picking up on the near side of Westbrae and allowing students to walk the sidewalk.
- Form a single lane as you enter the parking lot and do not allow your student out of, or into, your vehicle until you are in front of the building. This allows more cars to enter the parking lot and traffic to flow and clear traffic.
- Exit through the W. Belfort gate.

The traffic policy is crucial to ensuring student safety and minimizes wait time for all motorists.

Note that families may not park at Auto Zone or India House to pick up students. All passenger drop-off and pickup must follow our traditional traffic pattern.

Front Office Hours of Operation

The YES Prep Brays Oaks front office will open for parent assistance after all tardy slips are distributed to students. Typically, the front office is available to assist parents between 8:00 a.m. and 4:30 p.m. The front office will close at 4:30 p.m. on school days with a 4:00 p.m. dismissal time, and at 1:30 p.m. on school days with a 1:00 p.m. dismissal time.

Campus Communication to Families

We leverage weekly Family Notes on YES Prep Brays Oaks Facebook, Instagram, Skyward and Family Portal as our primary modes of sharing school-wide updates with families.

Students and families can communicate with teachers through Skyward, Schoology, or the numbers given by the teacher, but for calls and messages sent after hours, families and students should expect a 48-hour turnaround time.

Families may receive communication through Skyward, Family Portal or School Messenger via phone and email for logistic reminders pertaining to their student. These new technologies rely heavily on accurate phone numbers and emails from parents. Please ensure your contact information is up to date in Skyward and always notify the front office if a number or email has changed in the household.

Here are some options for communicating with teachers:

- Message your teacher on Family Portal 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. Students and families can then share their emails with teachers to receive messages.

Personal Items on Campus

Students are strongly discouraged from bringing valuable personal belongings to campus. The school is not liable for any personal belongings that students bring to campus (including phones, smartwatches, laptops, air pods, headphones, clothing, etc.) and will not conduct extensive investigations around missing belongings.

Former Student Visits and Guests on Campus

A student may bring a guest on campus only if:

- A YES Prep student has presented the school administrator a written request 24 hours prior to the event, and
- Permission has been granted by the school administrator. If a student has not accomplished the above, the guest will not be allowed. YES Prep Public Schools may refuse a guest at any time or for any reason.

Student recruiters (e.g. military recruiters), YES Prep alumni, withdrawn students, and former staff members must follow all typical visitor policies, including signing in at the front desk upon arrival, wearing a visitor badge at all times on campus and moving through campus only when escorted. Recruiters, alumni, withdrawn students, and former staff who do not have appointments to visit staff and students may be asked to leave campus. They may not interrupt classes or other areas while school is in session. All guests must check-in with the front office before meeting with anyone on campus.

Students who have been expelled from YES Prep Brays Oaks or who are currently placed at DAEP are not permitted on campus for any reason, including before and after school.

Student Parking on Campus

- Student drivers may park on the Northwest (AutoZone) side of the building in the parking spots closest to the gym and the field. Students must park in designated spots only and are not permitted to park at the front of the building or on the India House side of the building.
- Student drivers should not back into spots when there is a line of parent cars behind them in order to ensure efficiency of the traffic pattern.
- Student drivers must turn in license plate information for all cars to the front office through the student driver form. If license plate information changes, students are responsible for updating the information on file within 48 hours.
- Student drivers should adhere to all traffic rules, including speed limits and traffic patterns. Failure to follow traffic and parking expectations will result in loss of driving privileges and/or disciplinary action.
- Student driving privilege can be revoked if a student cannot follow the guidelines for parking on campus or a disciplinary consequence.
- Student's vehicles on campus property are subject to searches scheduled by the administration to ensure campus safety.
- As a school, YES Prep Brays Oaks is not liable for any damage that can occur to student's vehicles that are parked on campus.
- Student drivers should obtain a Parking Permit from the front office by the end of the first week of school. Parking permits will only be given to those who have filled out the parking permit form.