



**Southside  
Secondary**

# **INDIVIDUAL CAMPUS SUPPLEMENT**

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**2023-2024**

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The Individual Campus Supplement is an additional resource to assist families and students in understanding how a specific campus carries out policies contained in the [YES Prep Student Handbook](#). Families and students can refer to the handbook to better understand the policies YES Prep enacts.

## CAMPUS ACADEMIC SUPPORT

### Required Tutorials

We believe that quality instruction dramatically improves learning for all students. In the event that students need additional academic support, students will be offered lunch, after school or Saturday school tutorials as part of their remediation and support. Additionally, students may be asked to attend tutorials to better prepare them for upcoming standardized tests. If students are required to attend tutorials, parents will receive a letter from the school and a phone call.

## CAMPUS CULTURE

### Campus Core Values

G	I	A	N	T	S
<b>GRIT</b>	<b>INTEGRITY</b>	<b>ACHIEVEMENT</b>	<b>NEVER SETTLE</b>	<b>TEAMWORK</b>	<b>SUCCESS</b>
					
We persevere in the face of adversity.	We choose courage over comfort; We choose what is right over what is fun, fast or easy.	We consistently strive for excellence in all that we do.	We believe that growth is a continual process; it is our duty to refine and evolve.	We are united in our cause, collectively we can solve any problem.	We win, not for ourselves, but to prove what is possible.

### Positive Incentives

At YES Prep Southside, we will hold all our students accountable to high and consistent expectations while also praising and rewarding those who meet and exceed our expectations. Our Positive Recognition Plan will have various components that recognize students for their hard work.

Positive Incentives and Systems		
Bid Trips <b>Per Semester</b>	Giant Store <b>Semi-Quarterly</b>	Praise (verbal/hand-written) <b>Daily</b>
Grade Level / School wide Shout-outs <b>Weekly</b>	Student Raffles <b>Weekly</b>	Giant of the Month <b>Monthly</b>
Community Circles <b>Weekly</b>	Giant Buck Points / Events <b>3 per semester</b>	House Points / Celebrations <b>Daily</b>
Family Gatherings <b>Weekly</b>	Field Trips <b>1 per semester</b>	Student Assemblies / Pep Rallies <b>4 per semester</b>

Academic Celebrations <b>Quarterly</b>	Attendance Initiatives <b>Semi-Quarterly</b>	AABA Celebrations <b>1 per semester</b>
Dean's List Award <b>1 per semester</b>	Service Trips <b>1 per semester</b>	Principal Award <b>1 per semester</b>

## **Before School Procedures**

YES Prep Southside will open the campus doors to students at 8:00 AM. If students are dropped off prior to 8:00 AM, they will need to wait outside the school doors. Once allowed into the building, students in middle school will report directly to the cafeteria and high school students will report directly to their designated spaces (gym or cafeteria) where breakfast will be available. Students will not be allowed out of their respective locations before dismissal to class without a pass. 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 a middle school student is found outside of the cafeteria or a high school student is found outside of the gym without a pass/permission, they will receive a consequence including, but not limited to, a demerit. The YES Prep Public Schools Code of Conduct and YES Prep Southside behavior expectations apply to students before the first bell rings.

## **After School Procedures & Programming**

YES Prep Southside begins dismissal starting at 3:55 PM. High School students are dismissed first, following Middle School students. A final all call will be made at 4:10 PM signaling that students should be outside or in their designated after-school space.

All students who are still waiting for guardian pick-up after 4:20 p.m. Students will remain outside in front of the school and a member of admin will stay until all students are gone. Students may use electronics if they are silent.

Guardians are given a 30-minute grace period to pick up their student(s). Guardians who pick up their children late will be required to sign them out. For guardians who continually pick up their child(ren) late from school, YES Prep Public Schools may report them to local authorities and/or Child Protective Services.

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 Southside 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.

We believe that enriching students with quality extracurricular activities and academic support enhances access and opportunities for our students, thereby, increasing the likelihood that they will be college-ready and prepared for all post-secondary opportunities. Through ASPIRE, students will have the opportunity to join clubs, sports, and activities on Monday- Thursday. ESSER tutorials will be offered twice a week (Tuesdays and Wednesdays) to support students with EOC (end of course) exams. All after-school programming will occur between 4:00PM-5:30PM. ALL students who stay after school during this time must report to the CAVE before being released to their classrooms. Written and verbal communication will be provided to families regarding their child's participation, attendance, and progress. Any students found roaming the hallways or are unauthorized to be on campus after school will face disciplinary action.

## **YES Prep Discipline Philosophy**

YES Prep Public Schools believes that holding students to behavioral expectations that increase safety and engagement in learning will support their ability to achieve academic success, care for their community, and ultimately increase the number of students from YES Prep who succeed in college or post-secondary opportunities.

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Committing to community expectations ensures a physically and emotionally safe learning environment that embraces our students' diverse communities, cultures, and identities. We believe it is the responsibility of YES Prep staff to build community agreements and teach non-cognitive social skills to help students feel safe, seen, and empowered. We are committed to doing this by:

- Following the system-wide Code of Conduct
- Teaching students how their campus community has agreed to interact with each other (behavior expectations, norms)
- Modeling behaviors expected of all community members
- Consistently praising students when they re-enforce the community norms
- Consistently responding to student misbehaviors if they break the community norms
- Taking context and impact into consideration when determining appropriate consequences for behaviors
- Recognizing that we have innate biases and checking these biases before determining a consequence is critical to anti-racist discipline practices
- Communicating collaboratively and regularly with families

## 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 silently complete a reflective document, reflect on the current problem with a trusted adult, and complete any course work that may be missing.

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.

**Lunch detention** is held daily and however students must serve on the days that they are assigned unless absent. This is classified as the 1<sup>st</sup> escalation (see chart below). Students will be escorted to the Cave (cafeteria) by the BSA, BSS, and / or DOSs. They will be expected to arrive on time, sit in issued seat or a seat designated by proctor, remain silent throughout detention, bring writing utensil and sometimes computer, and follow directions given by detention proctor.

**After school detention** is held on Tuesdays, Wednesdays, and Thursdays and must be served as the consequences are issued within the week. This is classified as the 2<sup>nd</sup> escalation (see chart below). Students will be picked up from their last period and escorted to the Cave before dismissal by the BSA, BSS, and/or DOSs. Students should be picked up or arrive by 4:15 to serve detention. If they are late, they will be asked to attend another day. After missing two opportunities to serve detention, it will be considered skipping, and students will serve ISS (In-School Suspension) as outlined in our Code of Conduct.

### How do students earn detention?

1. Earn 3 demerits – verbal redirection tracked in Hero (see parent communication section) - for the same offense.
2. Automatic after school detentions issued by administrators, extended leadership, and grade level chairs.
3. Non-Restorative Uniform infraction issued by GLC/DOS/DSS/Principal.

Restorative Action			
# of Demerits	HERO Compliance	Action →Consequences	Owner
3	Reflection	Lunch Detention	Teacher/GLC
6	Conference	After School Detention	DOS
9	Administrative Action	Presentation Of Learning	DOS/DSS

Students can receive a demerit for the following behaviors:

Level 1 Infractions		
Safety: Hands, Bodies, and Technology	Focus on Community Learning	Kind Word and Actions
Demonstrated safe behaviors towards self, others, and tech	Preserves a positive and on topic learning	Communicates and acts using appropriate, kind, and respectful language to peers and teachers
System-Wide Student Expectations	System-Wide Student Expectations	System-Wide Student Expectations
<ul style="list-style-type: none"> <li>✓ Did not use technology appropriately</li> <li>✓ Did not respect the physical or property rights of other people</li> <li>✓ Did not follow dress code expectations</li> </ul>	<ul style="list-style-type: none"> <li>✓ Was not prepared for class</li> <li>✓ Was not engaged in learning</li> <li>✓ Was not on time</li> <li>✓ Late to School</li> </ul>	<ul style="list-style-type: none"> <li>✓ Demonstrate kindness in language</li> <li>✓ Demonstrate kindness in action</li> </ul>
Demerit Codes		
<ul style="list-style-type: none"> <li>✓ <b>Did not use technology appropriately</b> <ul style="list-style-type: none"> <li>○ Playing music on laptop/cellphone in class</li> <li>○ Having non-academic tabs open during instruction time</li> <li>○ Cell phone usage during prohibited times</li> </ul> </li> <li>✓ <b>Did not respect the physical or property rights of other</b> <ul style="list-style-type: none"> <li>○ Not following campus policy for food or gum</li> <li>○ Damaging school property (laptops, calculators)</li> </ul> </li> <li>✓ <b>Did not follow dress code expectations</b></li> </ul>	<ul style="list-style-type: none"> <li>✓ <b>Was not prepared for class</b> <ul style="list-style-type: none"> <li>○ Was not prepared for class</li> <li>○ Student did not have class resources</li> <li>○ Student did not have a laptop</li> </ul> </li> <li>✓ <b>Was not engaged in learning</b> <ul style="list-style-type: none"> <li>○ Eating/Drinking in class</li> <li>○ Student had head down while instruction</li> <li>○ Student was sleeping in class</li> </ul> </li> <li>✓ <b>Was not on time</b> <ul style="list-style-type: none"> <li>○ Student was tardy during transition</li> <li>○ Student returned late from restroom</li> </ul> </li> <li>✓ <b>Late to School</b> <ul style="list-style-type: none"> <li>○ Student arrives late to school in the morning</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>✓ <b>Did not demonstrate kindness in language</b> <ul style="list-style-type: none"> <li>○ Talking back towards a teacher</li> <li>○ Disruptive argument in class</li> <li>○ Usage of profanity</li> <li>○ Blurring out</li> </ul> </li> <li>✓ <b>Did not demonstrate kindness in actions</b> <ul style="list-style-type: none"> <li>○ Remain in assigned seats</li> <li>○ Non-Compliance</li> <li>○ Walking out of/around class</li> </ul> </li> </ul>

## Dress Code Expectations

See more about the YES Prep Dress Code Philosophy and Policy in the [YES Prep Student Handbook](#). The following table breaks down how the campus expects students to follow the dress code policy.

Dress Item	Expectation
<b>YES Prep Shirts</b>	<ul style="list-style-type: none"> <li>• Students are required to wear a YES Prep Polo Monday through Thursday.</li> <li>• Students are required to wear YES Prep Spirit Shirt on Fridays to strengthen school pride, unify the community, and to promote a college-going culture.</li> <li>• All YES Prep students should own at least 1 campus spirit shirt.</li> </ul> <p><i>Students are not required to tuck in shirts.</i></p>
<b>Free Dress Tops</b>	<p>Clothing should meet the following criteria:</p> <ul style="list-style-type: none"> <li>• 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.</li> <li>• No tank tops, halter tops, tube tops, net or sheer tops, shirts with spaghetti straps, or strapless tops for any student.</li> <li>• No bare midriffs (half shirts) allowed for any student.</li> <li>• No open-toed shoes.</li> </ul>
<b>Bottoms</b>	<p>Students may choose between pants, skirts, or shorts of the following:</p> <ul style="list-style-type: none"> <li>• Khakis (any color) - Monday – Thursday</li> <li>• Jeans (any color) - Fridays</li> </ul> <p>Additional Bottom Requirements:</p> <ul style="list-style-type: none"> <li>• Students may not wear pajama pants or bottoms with holes.</li> </ul>

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	<ul style="list-style-type: none"> <li>• Shorts and skirts should be no shorter than the mid-thigh.</li> <li>• Bottoms may not have holes / tears above the knee unless there are leggings underneath.</li> <li>• Students are <b>not</b> required to wear belts.</li> </ul>
<b>ID Badges</b>	ID Badges must be worn by all students on lanyards and must be visible at all times.
<b>Shoes</b>	<p>For safety purposes, all shoes must meet the following criteria:</p> <ul style="list-style-type: none"> <li>• Closed-toed.</li> <li>• Must have backs (i.e. no slides)</li> <li>• Must have hard soles (i.e. no slippers)</li> <li>• Any color is permitted.</li> <li>• Crocs are allowed for high school students ONLY.</li> </ul>
<b>Accessories/ Styling</b>	<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 of hairstyles and colors. Head shaving designs are permitted as long as images are school-appropriate.</p> <p>Hats and sunglasses are not permitted for safety purposes.</p> <p>Religious head-coverings are permitted.</p>
<b>Outerwear</b>	<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"> <li>• YES Prep sweatshirt (purchased through YES Prep)</li> <li>• YES Prep cardigan (purchased through YES Prep)</li> <li>• Campus athletics department outwear (purchased through campus Athletics Department)</li> <li>• Campus-issued grade level or spirit sweatshirts etc. (purchased through campus as applicable)</li> </ul> <p><i>Students may wear hoodies but may not wear hoods that cover their heads/faces on campus.</i></p>
<b>PE Uniform</b>	<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"> <li>• Have school appropriate messaging.</li> <li>• Meet criteria in the “Free Dress” category.</li> <li>• Bottoms may not be higher than mid-thigh</li> </ul>

## Cell Phones & Personal Devices

### NO CELL PHONES DURING SCHOOL HOURS FOR STUDENTS

- During school hours and specifically instructional time, ALL student cell phones must be turned off to maximize student learning and focus. \*Exceptions below.
- Students must request permission from staff to use their cell phone if needed.

- If a student's cell phone is out, in use, or heard, the student will be issued a demerit and warning of the expectation.
- If a student's cell phone is out, in use, or heard, the student's phone is confiscated, they receive another demerit & will need to retrieve it from their Grade Level Chair at the end of the day.
- If a student's phone is confiscated more than once, an administrative charge of \$15 must be paid by the guardian before the cell phone can be retrieved.
- In the event of a student having multiple confiscation incidents, a technology contract will be issued for the student and parent, a charge will occur each time and further disciplinary actions may occur.

\*Please review exceptions:

For grades 6-8, cell phones are never allowed to be used during school hours. If a student is caught with their phone, they will receive the appropriate consequences.

For 9-12, students may only use their phones during Breakfast, Lunch, and Recess. Otherwise, they need to be put away at all other times. Tech should never be out in the halls, restrooms, and *especially during instructional time*.

Failure to comply with a staff directive to turn in a cell phone will be considered defiance of authority and subject to disciplinary action according to the YES Prep Student Code of Conduct.

Any confiscated device must be turned in to the Front Office no later than 3:55 on the day of confiscation. Front Office Receptionist, Ms. Mondragon will instruct you to complete a Confiscated Technology Form and the device will be stored in a lock box until the \$15 administrative fee is paid to retrieve the device.

## **Food and Drink Expectations**

We are attempting to balance students' nutritional intake needs that we know impact learning and alertness with minimizing distraction in the classroom. Our outside food and drink policy allows students to take care of their needs throughout the day while maintaining an orderly and clean classroom environment. All students have access to a free breakfast (before 8:30 AM) and lunch (at the designated time) provided by the school.

## **Food and Drinks in the Classroom**

Food, gum, and beverages 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.

If a student is found with food, gum, or drink outside of the cafeteria, they will be asked to put away the food/gum/drink and will immediately receive a demerit.

We are not able to accept food deliveries to campus for students through third-party vendors (i.e., UberEats, DoorDash). Students may bring their lunch or may eat the free school lunch provided by the school. In addition, guardians may drop off food in the front office for the student to grab at their convenience during lunch.

## **Sharing Food**

Students should eat only the food they are given by their own guardians or purchase food through school provided meals. Students are not permitted to share food with other students under any circumstances. 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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Students are not permitted to sell food or beverage items on campus unless part of a school approved fundraiser.

Optional but recommended – Consider combining your campus Athletic Handbook into the ICS instead of having a separate handbook. We are combining the Athletic Handbook into the Unified Student Handbook this year, so it makes sense to do the same thing on the campus level.

Sections to include if going this route: What sports are offered, whether there is a security guard or not at games, whether students can attend games without parents there, how quickly they need to be picked up after games, whether people can be asked to leave if they are disruptive, when students are removed from playing games (what kinds of disciplinary or academic issues would cause a student to be ineligible for a game)

## CAMPUS OPERATIONS

### Attendance

#### Attendance MATTERS!

Each day our students are not in school they miss the opportunities to engage in rigorous student learning that prepares them to be college bound and ready. In respect to the The Texas Education Code 25.092 which requires 90% attendance in order for students to receive credit for the year we push the need for student presence and attentiveness. Please keep in mind that The TEC does not differentiate between excused and unexcused absence.

Absent Notes: These are notes that are written by a physician, and or Court Marshall. These types of notes excuse the student's absence; therefore, the student is not considered truant.

Parents may write up to 2 handwritten Absence Notes per 12- week period.

Excessive absences are determined when a student's attendance falls under the 90% threshold. This is reviewed every 2 weeks and parents are notified.

Attendance Contract: Once it is established that a student has excessive absences, the SSS Attendance Contract is in effect. Attendance and Contracts are reviewed every quarter. Students on contracts can be entered or dismissed at the end of each quarter. Any SSS student that did not meet the 90% attendance threshold during the 22-23 school year is in an Attendance Contract.

The attendance Contract includes, but not limited to, the following:

- Maintain 90% attendance at all times
  - Q1 (46 days) – accumulated less than 4 absences
  - Q2 (37 days) – accumulated less than 8 absences
  - Q3 (41 days) – accumulated less than 12 absences
  - Q4 (51 days) – accumulated less than 17 absences
- No more than 2 handwritten excuses per 6-week period
- Must attend Tutorials, if available and applicable
- Must complete and satisfy attendance recovery modules
- Q1 Parent Meeting (2x) – Required
- Evaluation at the beginning of Q2
  - Attendance Contract may be
    - Closed
    - Placed on Monitoring
    - Continue for Q2

Failure to Fulfill School Plan may result in the following:

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- Possible Retention
- Continuation of Attendance Contract
- Required Parent Meetings
- Opting out of school activities and field trips
- Unenrollment from sports and clubs

## Late Bus Expectations

With the possibility of our transportation vendors being behind schedule due to but not limited to, inclement weather, traffic, campus programming behind schedule, and/ or other situational disruptions.

When buses are running late, students will be routed to the designated bus waiting area and will follow all campus policies.

What Are Students Doing?	What Are Leaders Doing?	What Are Families Doing?
Doing: Waiting patiently in the assigned bus area. Listening to instructions. Leaving the assigned space better than they found it. Keeping hands and overall body to self.	Doing: Modeling appropriate behavior for students. Being present (paying attention to all cues). Being in position for duty until supervision of students has been completed. Informing parent/guardian of status of late arrival (if applicable).	Doing: Touching base with their student(s) to understand whereabouts. Pick up students from campus if needed. Contacting the campus for additional context and support. Checking bus route status via First View website.
What Are Students Not Doing?	What Are Leaders Not Doing?	What Are Families Not Doing?
Not Doing: Horse playing Throwing food and/or trash in anything other than trashcan Visiting friends in unassigned areas Returning to building for unauthorized reason	Not Doing: Not being present an/ or appearing aloof. Attending to other school responsibilities. Using technology other than giving demerits, GIANT bucks, or communicating with families.	Not Doing: Not keeping track of their student(s) whereabouts. Allowing students to wonder away from campus when needing to still take the bus home.

## Common Area Expectations

At YES Prep Southside, we have several common areas on campus, and it is the expectation that all Giants treat these spaces with respect and leave them better than they found them. Common areas include, but are not limited to; hallways, restrooms, cafeteria, 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 Student and/ Director of Student Support.

## Lunch Time Expectations

Students at YES Prep Southside will eat lunch in the cafeteria or another location designated by an administrator. Students are expected to remain in the designated lunch location for the duration of lunch, and they should not linger in the hallways, bathrooms, or in empty classrooms.

A parent/guardian is the only individual who may provide food for their specific student(s). Food will not be accepted from non-parental deliveries (e.g. Uber Eats, Dominos, etc.), and students/parents are not allowed to order food for delivery as deliveries will be turned away.

All campus expectations regarding student behavior are still enforced in the cafeteria. Therefore, students are expected to continue to uphold our core values by adhering to the following expectations:

- Remain in the cafeteria throughout the duration of lunch unless given permission from staff on duty.
  - No student should be in the hallways after the 5-minute transition period has passed.
  - Students requesting access to the front office must gain approval from an administrator on duty.
- Utilize the restrooms nearest the main hallway on the 2<sup>nd</sup> floor only.
  - No other restrooms can be accessed during this time.
  - Students can expect to access all other available restrooms on their campus' floor during transition between classes if they prefer and time permits.
- Limit walking and standing.
  - Students should enter the cafeteria and report directly to their assigned area within the cafeteria.
  - Once food has been retrieved, students should make their way to their tables to eat, relax and/or prepare for the upcoming class period.
- Leave the space better than you found it.
  - Students should clean the areas around them before dismissing from the cafeteria.
  - Students should utilize the nearest trash cans to dispose of waste.

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

## Traffic Procedures

Maintaining orderly traffic patterns ensures that all students get to school safely and on-time and minimizes wait time spent waiting. The following rules are in effect from 7:45 AM. until 8:45 AM. and 3:00 PM until 4:00 PM.

### **Morning Drop-Off**

- ALWAYS enter through the west entry/exit gate.
- Do NOT drop off or pick up students on the 610-access road. This is dangerous for your students, and other drivers.
- Form one lane as you enter the parking lot and drive **around** the back of the building. Drop students off once you are near the canopy on the east side of the building.
- Students will exit their cars on the east side of the building and walk to the front entrance doors.
- Exit through the west gate.

### **Afternoon Pick-Up**

- ALWAYS enter through the west entry/exit gate.
- Parents/guardians will be directed to park in the visitor parking lot when arriving 15 minutes before dismissal.

- Two car lanes **may not** exit at once, so please be mindful that each car lane will need to alternate while exiting. Parents or guardians may **not** park and wait for students during designated dismissal time (3:45 PM – 4:00 PM). The only exception to this is those who require handicap parking access. Cars may not be parked immediately in front of the school in the fire/bus lane. We want to ensure the safety of all individuals on campus. The traffic policy is crucial to ensuring student safety and minimizes wait time for all motorists.



## Campus Communication to Families

Many of our communication technologies at YES Prep rely on accurate phone numbers and email addresses for guardians and guardians. Please ensure that the YES Prep Southside Front Office always has the most up-to-date phone numbers and email address.

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- School Messenger is our mass communication system, and you will receive automated texts and phone calls about important school-wide information.
- Schoology is our learning management system (LMS) that also provides opportunities for teachers to communicate.
- with students and families, specifically around course assignments. The LMS houses students' grades, tracks student progress and communicates directly with our parent access center, Skyward. Schoology can be access via [yesprep.schoology.com](https://yesprep.schoology.com).
- HERO is our student behavior tracking application, through which families can access important information about their student's discipline, including merits, demerits and detentions, by creating an account through the Hero website. <https://access.heropowered.com>
- YES Prep Southside 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/yesprepsouthside](https://www.facebook.com/yesprepsouthside) Instagram at YPSouthsideGiants
- YES Prep Southside also keep a campus page on the YES Prep website ([www.yesprep.org](http://www.yesprep.org)) that will be updated with important information, including staff contact information, throughout the school year.
- GIANT Memo –YES Prep Southside will send a weekly news update to families to share important information.

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

## **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 Southside 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.

Skateboards, rollerblades, and scooters should not be used while on Southside property. If a student needs them as a means of transportation to and from school, they should be kept in their locker during the school day.

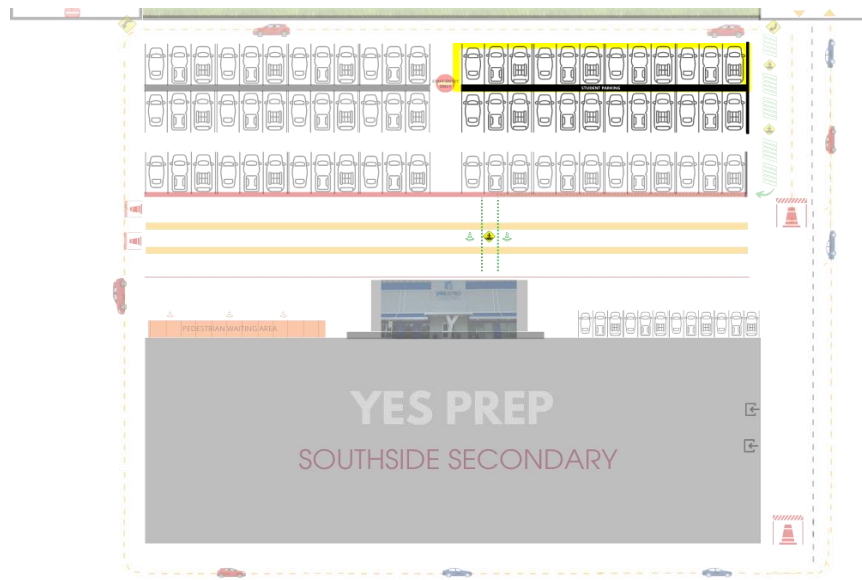
Any personal items that are deemed inappropriate, hazardous, or in violation of our Campus handbook or Student Code of Conduct will be confiscated and handled appropriately. Additionally, toys such as yo-yos, Rubik’s cubes, fidget spinners, etc. may also be confiscated if it is deemed a distraction during class. Additionally, students are not allowed to be in possession of Sharpies or other permanent-marker style writing utensils. If a student is found in possession of a Sharpie, the Sharpie will be confiscated. Guardians may be contacted to retrieve items based on campus judgment.

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

## **Student Drivers**

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





In order to obtain a valid parking pass, students must first provide the following with their Permit Application Form:

- A copy of a valid driver's license
- A copy of current auto insurance indicating student's coverage as a driver

After providing the above-mentioned items, students' applications will be submitted for approval. Students should expect to receive an approval/denial within 24-48 hours after submission of all required documentation. If approved, the student will be required to pay \$10 for a parking pass that remains valid through current school year. Students must resubmit applications each year.

Please refer to the Permit Application Form for more information.