

CAMPUS SUPPLEMENT

2022 - 2023



 **yes prep**

North Central Secondary

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CAMPUS ACADEMIC SUPPORT

Academic Support

Any YES student who fails a class receives Academic Support. This support can include lunch tutorials, afterschool tutorials, Saturday tutorials. If students are receiving Academic Support, they should focus their time and effort on making sure that they are learning material and doing well on assignments, so they can earn passing grades (70 percent or above) in all classes. Students should take advantage of study hall times, make an extra effort to communicate with teachers and ask questions about homework or projects, and schedule lunch and/or after-school tutorials if necessary, to learn material and do well on assignments, so they can earn passing grades.

Parents and students can see missing assignments, assignment grades, and class averages on Skyward. It is strongly encouraged that guardians regularly check grades on Skyward and follow up with teachers as necessary.

If a student needs academic support, a staff committee team will determine the best Academic Support plan for the student and communicate that plan to guardians. Once the plan is determined and communicated, the student is expected to follow it to learn material and complete assignments, so they can earn passing grades. We are asking for guardian support to ensure students meet these expectations. Grades reflect students' knowledge and skills, so they must show they have learned the material for their grades to improve. Parents are encouraged to check in with students about how they are progressing. Grades can be accessed on Skyward. [Visit this site for information on how to access grades](#). Students who do not participate in academic support plans are at risk of failing their courses. For this reason, it is imperative that guardians are partners in ensuring that students follow through on academic support.

Returning to Good Academic Standing

If, according to the next report card, a student is passing all classes, s/he will be removed from Academic Support and will become a student in good standing.

Continuing Academic Support

If a student continues to need academic support after receiving it for a quarter, a staff member will communicate this need to guardians. The staff member might ask a guardian or guardian to meet to discuss that student's academic status. The school administrator may also choose to attend these meetings. At this time, guardians will be presented with additional feedback and suggestions from the child's teachers.

When a student fails a course, a guardian conference may be required. During the conference a growth plan may be developed, and additional supports may be determined.

Academic Dishonesty on Assignments

Students who are caught cheating or plagiarizing on any assignment that does not fall under the Code of Conduct's Academic Dishonesty may be referred to the Academic Honor Council. Please refer to the [Code of Conduct](#) for more information.

Campus Core Values

At YES Prep North Central, we believe strong culture and community are essential to maximizing student achievement. We are constantly striving to create systems, structures, routines, and rituals that maximize school-wide consistency and individual creativity and achievement for students and staff. It is critical that we remain focused on fostering a high-quality culture so that students can 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 reinforce vital behaviors that we believe will create school pride and safety, ensure a focus on learning, and foster relationships based on respect and kindness. We believe this will ultimately lead to student achievement and success at YES Prep North Central and beyond.

What It Means to Live the Blue-Orange

YES Prep North Central is a place where we strive to daily live the Blue-Orange. This means we act in a way that demonstrates the things we value in our staff and students. Our values correspond with the YES Prep Thinks and Acts, a list of the key traits that set YES Prep students apart.

- **Family-oriented-***We are a family-oriented school.*
 - Trailblazers succeed when we succeed together as a team. Therefore, all Trailblazers commit to supporting each other and helping each other make good decisions and live out our values.
- **Student Leadership:** *The students of today are the leaders of tomorrow.*
 - Every student in grades 6-12 sets an example for their peers. By participating in extracurricular activities, demonstrating leadership by making the right choices consistently and contributing to the Trailblazer family, students are preparing for their future as leaders in our community.
- **Respect-***We act in a way that earns the trust of others.*
 - Students and staff earn each other's trust by treating each other respectfully. This means having regard for each other's feelings, work and space. The way we speak to and interact with other should always show mutual respect. This includes listening to and following directions, using an appropriate tone and language, and treating others in a way we would like to be treated.
- **Hard work-***Anything worth doing is worth doing right. We are ready and willing to work hard.*
 - Our mission and goals are ambitious. To achieve these goals, we must give 100% every day both in and out of the classroom. Attending tutorials, studying, and completing homework and taking advantage of retakes are a few examples of working hard. Students and staff must do whatever it takes to succeed.

Detention Guidelines

A student may be assigned detention – during school, after-school, or Saturday detention for, but not limited to the following reasons:

- When a student earns multiple demerits for the same behavior (e.g., safety, focus on learning, or kind words and actions) in a one-week period, they will earn a detention.

- When a student earns a detention the staff member will enter the infraction into our discipline application, Hero.

Once the behavior is entered into the discipline application, both students and guardians will be able to view that the behavior was earned by the student and any associated consequence. The discipline application, Hero, will keep track of how many times a student has earned a demerit for the same behavior and assign the appropriate consequence. Parents and students will be notified when the student is required to attend the afterschool detention.

A student may be assigned an automatic detention for, but not limited to, the following reasons:

- Non-restorable uniform violations
- Egregious classroom behavior
- Skipping an assigned detention
- Use of personal technology devices

Positive Incentives

The Trailblazers of YES Prep North Central are some of the hardest working students at YES Prep, in Houston, and the country! We are constantly working to create ways to celebrate students who are consistently living out our core values. We have several systems in place to recognize the amazing things that our Trailblazers are doing inside and outside of the classroom. Below is a sampling of ways that we celebrate our Trailblazers!

- **Shout outs** – a public, verbal recognition of students who are living out the core values, usually accompanied with a ""Get em ready..."" and TWO CLAPS!
- **Bid Trips** – a small field trip with one or more staff members where students use merits to bid on the trip that they want to attend! An example would be a bowling outing or trip to Barnes & Noble. Some trips may cost money, while others are free!
- **Student of the Week/Month** – awarded each week/month to an exemplary Trailblazer. This award comes with a celebration exclusive to award winners from each grade level, such as an ice cream trip, special lunch, or dinner.
- **End of the Year Academic Awards** – these awards are given to the top student or students who show the most growth in a grade level per academic subject area.
- **Honor Roll Recognition** – each quarter, students who have earned honor roll receive an honor roll wrist band, honor roll t-shirt (if they have not already earned these) and a public celebration which could include: an ice cream social, karaoke, or a special lunch.
- High School students can use HERO points to purchase rewards and incentives

Before and After School Expectations and Procedures

Campus will open at 8:00 am to all students and families. For those who require an early drop off, guardians may drop off at 7:45 am and students will be allowed to enter the Great Hall and start eating breakfast. At 8:00 am, all car riders, walkers, and bus riders may enter campus. Students may use cell phone for messaging, web browsing, or apps until transition to first period. Students may not use personal devices for calls, photos, or videos during this time. All phones should be turned off and stored prior to first period.

Students will be allowed to eat only in the Great Hall. No food items will be allowed in the Gym, Sanctitorium or classrooms.

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At the school building entry, all dress code expectations apply. Students should be wearing proper dress code and their ID.

Students are allowed to bring a packed lunch but are not permitted to purchase and bring outside food or beverages to be carried throughout the day. This includes fast food breakfast, coffee, etc.

At 8:20 am, students will be allowed to transition to homeroom.

Dismissal will be staggered, with students leaving at the following times:

1. 4:00 pm – Student Drivers (and siblings) and Bus Riders
2. 4:05 pm – Car Riders and Walkers

Immediately after the bell that indicates dismissal, students should transition to their after-school locations (bus area, car pickup area, or after school activity). Students need to report to their locations by 4:10. Students only be in appropriate locations or with an adult. Students that do not follow dismissal procedures will receive a consequence such as a demerit or detention.

At 4:25 pm any student who has not been picked up will be escorted to the Great Hall to wait with an administrator on duty.

Students who aren't picked up within a 30-minute period (4:35 pm) will be logged. Parents will then receive a written warning stating that student stayed past the 30 allotted minutes. After three written warnings, guardians will have a mandatory meeting with a member of the leadership team and may be reported to Child Protective Services (CPS).

Any student participating in after-school activities, will be dismissed at 5:00 pm (except for athletics or evening event). Students who aren't picked up within a 30-minute period, will be logged as a late pickup. Parents will then receive a written warning stating that student stayed past the 30 allotted minutes. After three written warnings, guardians will have a mandatory meeting with a member of the leadership team and may be reported to Child Protective Services (CPS).

After School Programming

The North Central Student Enrichment team, Aspire and Athletics programs, will communicate all after school programming information to families at the start of the school year.

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 be in bags or lockers until lunch time. Students may not eat food in class, and any food they bring to school must be in bags or lockers until lunch time. Students may not eat in the hallways during transition times. Students are allowed to eat during designated mealtimes in designated spaces, such as the Great Hall.

Gum Expectations

YES Prep North Central is a gum free campus. Gum chewing is not permitted on campus at any time. YES Prep North Central reserves the right to set expectations for not chewing gum on any

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school-sponsored trip, event or activity. Incidents of gum chewing will result in disciplinary action, including but not limited to demerit and/or detention.

Backpack Policy

Due to recent national events and increased safety protocols, all North Central students should have a mesh or clear backpack. All students must adhere to the policy.

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 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. Like 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.

Pre-K- 12 Monday through Friday Dress Code

Free Dress Expectations	
All Days	<div>Clothing should meet the following criteria:<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.</div>

	<ul style="list-style-type: none"> • 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 “Bottoms” for pants/shorts/skirts.
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Spirit Shirt Expectations	
Varies	All students should own at least 1 campus spirit shirt. Additional spirit shirts are available for purchase.

Bottoms Expectations	
All Days	<p>Students may wear 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>Students may not wear</p> <ul style="list-style-type: none"> • Leggings, jeggings, athletic or mesh shorts, workout bottoms, or pajama pants. • Pants made of sweat pant material • Pants with holes (no holes allowed above or below knee) • Shorts and skirts no shorter than mid-thigh. • Bottoms below the waist.

Outerwear Expectations	
All Days	<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><i>*Note: Students may not wear hoods that cover their heads/faces on campus to meet safety expectations.</i></p>

Shoe Expectations	
All Days	<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 shoe is permitted.

	<ul style="list-style-type: none"> Students are not permitted to wear Crocs, slides, sandals, etc unless otherwise communicated as part of a spirit day or campus activity.
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Student ID Badge Expectations	
All Days	ID Badges must be worn by all students on lanyards and must be visible at all times.

PE Uniform Expectations	
All Days	<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 mid-thigh

Accessory Expectations	
Monday – Friday	<p>Students may:</p> <ul style="list-style-type: none"> Have a variety hairstyles and colors. Head shaving designs are permitted if images are school-appropriate. Have visible piercings and tattoos if messaging and images are school-appropriate. Wear religious head-coverings. Wear head-coverings for medical reasons. Not wear accessory items that are spiked (bracelets, belts, collars) due to safety reasons. Not wear hats, hoods, and sunglasses for safety purposes.

Students who are not in appropriate dress code will be given the opportunity to resolve the dress code infraction, will be loaned a clothing item, provided the opportunity to call home to correct the dress code infraction. If this cannot be done, the student will receive appropriate consequence (detention/demerit).

CAMPUS OPERATIONS

Common Area Expectations

Common areas are spaces in the building utilized or seen by everyone that visits or works on campus. These areas need to remain presentable by being kept clean and free of trash, debris, and clutter. Students should be in common areas of campus only with the presence of an adult.

Lunch Time Expectations

- Parents and families are NOT permitted to drop off restaurant and store purchased food for students; guardians and families are permitted to drop off a student's lunch at the front office, if it was forgotten at home.

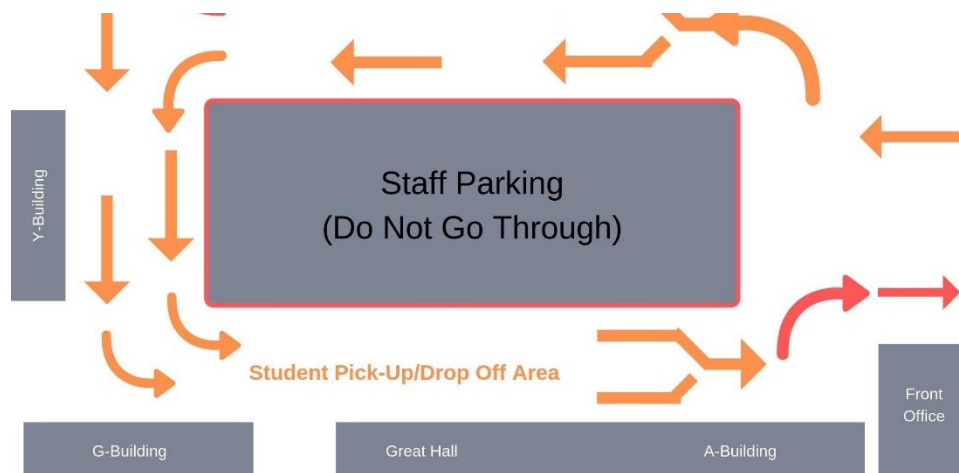
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2. It is the students' responsibility to pick up any food item left at the front desk. We will not interrupt the students' instruction or deliver the lunch to the student. Any food items left at the front desk will be thrown out promptly at the end of the day.
3. Students are NOT allowed to share food. (including but not limited, to birthday cakes, chips, candy, etc.)
4. Food delivery services will not be accepted (example: uber eats, dominos). Students/Parents are not allowed to order food for delivery. All deliveries will be turned away.

Student rewards or incentives that involve food items (ex: pizza party) are prohibited during scheduled lunch times per our contract with K-12 Foods. All food sales and distribution must be arranged with the Operations team in advance.

Traffic Procedures

In order to ensure safety of everyone on campus, all drivers must follow the flow of traffic.



Front Office Hours of Operation

Our front office hours are as follows: Monday - Friday: 8:15am - 4:15pm

The academic day at YES Prep begins at 8:30 a.m. and concludes at 4:00 p.m. (Monday - Friday).

Daily Attendance

The official ADA time is 9:30 a.m., and our official attendance is taken at this time. Teachers take attendance every period so if a student arrives after 9:30, they will be marked absent for at least one class period. When students arrive after 9:30 a.m. this impacts our state funding. Please do your best to ensure your child is in class and if they need to be absent, that you follow appropriate protocols.

Every period absent will count against a student.

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[After-School Hours](#)

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.

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

[Campus Communication to Families](#)

Students and families can communicate with teachers via email; guardians and students should expect a 24-48-hour response time.

Please ensure your contact information is up to date and always notify the front office if a number has changed in the household.

To communicate with your students' teachers:

- Email your teacher and expect a response within 24-48 hours. E-mails can be found on our school [website](#).

Ask if your teacher has an email list that you can sign up for to receive outgoing reminders and communication. Students and guardians can then share their emails with teachers to receive messages.

[Personal Items on Campus](#)

Students are welcome to bring personal belongings in addition to necessary school materials. However, it is encouraged that students do not bring unnecessary items due to risks of theft, loss or damage. While students can also bring electronics, they are not permitted for use during school hours, unless otherwise instructed by their teacher. Failure to comply with the policy can result in confiscation of the electronic device. Please see the electronic policy for more information. **YES Prep will not be held liable for loss, theft, or damage to the student's personal property.**

The campus will maintain a lost and found box at the front office entry.

[Former Student Visits](#)

While we do welcome alumni and other visitors to visit our campus, we require them to have an appointment set with whom they wish to visit. Alumni and other visitors will not be permitted to visit a teacher while they are teaching. All visitors must check in at the front office and the employee receiving the visit must come down to meet their visitor in the lobby.

Alumni, as with all visitors, are required to check-in at the front office and comply with all safety and security procedures.

Student Parking on Campus

Students that will drive and park on campus will need approval from the front office. An application will be available in the front office. The application will need to be completed, and submitted along with the student's valid driver's license, or a valid non-restrictive driving permit, as well as proof of auto insurance. The application fee will be \$5.00 and accepted in the form of cash. Students approved to park on campus will park in the in the designated parking area and numbered spot. The parking area on the south side of the campus is the designated student parking area. The parking lot is designated by the yellow rectangle in the image below.



CAMPUS COLLEGE INITIATIVES

High School Community Service Hours Expectations

YES Prep North Central students in grades 9-12 are expected to complete community service hours each year. Students may complete community service hours in any approved facility, with any program, and in any authorized location. Students are expected to complete their hours during the academic year. Completed hours will be logged into each student's Momentum Education page. Students must submit proof of service from the place of service. Students should volunteer in spaces that they enjoy and align with their interests. Community service hour requirements are as follows:

- 9th-grade: 20

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- 10th-grade: 40
- 11th-grade: 40
- 12th-grade: 40

Summer Program Expectations

YES Prep North Central expects 100% of students in grades 9-11 to complete a summer program locally, nationally, or internationally. Our college counselors will guide students to select summer programs that meet their interests and long-range goals, including, but not limited to, academic courses at universities, outdoor leadership excursions, or study abroad experiences. Students will start researching and applying for summer programs in the fall of each academic year.