



Fifth Ward
Secondary

INDIVIDUAL CAMPUS SUPPLEMENT

2023-2024

TABLE OF CONTENTS

YES PREP STUDENT HANDBOOK.....	4
OPENING LETTER FROM PRINCIPAL.....	4
CAMPUS ACADEMIC SUPPORT.....	4
Grading Cycles.....	5
Graded Assignments.....	5
Grade Checks	6
Required Tutorials.....	6
Unified Tutorials (Required)	6
Tutorials (Strongly Recommended)	6
CAMPUS CULTURE.....	6
Vision Statement.....	6
Campus Core Values	6
Titan Pantheon	7
Positive Incentives	7
Detention Guidelines.....	8
Before School Procedures.....	8
After School Procedures & Programming	8
Middle School Disciplinary Procedures (MS Only).....	9
High School Disciplinary Procedures (HS Only)	9
Dress Code Expectations	9
Cell Phones & Personal Devices.....	11
Food and Drink Expectations	11
Drinks in the Classroom.....	11
Sharing Food.....	11
Gum Expectations.....	12
CAMPUS ATHLETICS.....	12
In-Season Expectations	12
Year Long Expectations.....	12
CAMPUS OPERATIONS.....	13
Late Bus Expectations.....	13
Common Area Expectations.....	13
Lunch Time Expectations.....	13
Traffic Procedures.....	14
Student Early Pick-Up Policy	14
Dropping off Items for Students.....	15
Campus Communication to Families.....	15
Personal Items on Campus	15
Student Drivers	15

Senior Early Release.....	16
Former Student Visits.....	16
Alumni.....	17

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.

OPENING LETTER FROM PRINCIPAL

Hello Titan Family! Welcome to the 23-24 school year! Our Titan teachers and support staff are preparing for a wonderful year of memory building and joy through field trips, sports events, community events, and academic growth with your Titan student! Thank you for entrusting us to help prepare your child to pursue a life of opportunity. We look forward to working with you to do what's best for your Titan student. See you soon!

Sincerely,
Principal Pinkard

CAMPUS ACADEMIC SUPPORT

Supply List

6th grade:

- 2x Pack of Multiple-colored highlighters
- 2x Folders with pockets (any color)
- 1x 3-Ring Binder 2 inches (any color)
- 1x College-ruled loose-leaf paper
- 2x Packs of colorful index cards
- 2x Composition notebook
- 1x College-ruled loose-leaf paper
- 1x 5-Subject notebook
- 2x Packs of pencils
- 1x Pencil sharpener
- 1x Pencil case
- 3x Packs of pens (blue, black, red)
- 2x Packs of erasers
- 3x Packs of dry erase markers
- 1x Box of tissue
- 1x Pack of glue sticks
- 1x Ruler
- 1x Construction paper
- 1x White out
- 1x Scissors

7th/8th grade:

- 2x Pack of Multiple-colored highlighters
- 2x Folders with pockets (any color)
- 1x 3-Ring Binder 2 inches (any color)
- 1x College-ruled loose-leaf paper
- 2x Packs of colorful index cards
- 1x Composition notebook
- 1x 5-Subject notebook
- 3x Packs of pencils

[Back to Top](#)

- 1x Pencil sharpener
- 1x Pencil case
- 3x Packs of pens (blue, black, red)
- 2x Packs of erasers
- 3x Packs of dry erase markers
- 1x Box of tissue
- 1x Pack of graphing paper
- [8th Grade only] – 1X Graphing Calculator (TI-Nspire; TI-Nspire CX; TI-Nspire CX II)
 - **DO NOT** Purchase TI-Nspire CAS

High School:

- 2x Pack of Multiple-colored highlighters
- 2x Folders with pockets (any color)
- 2x 3-Ring Binder (any color)
- 2x Packs of colorful index cards
- 1x Composition notebook
- 1x College-ruled loose-leaf paper
- 1x 5-Subject notebook
- 2x Packs of pencils
- 1x Pencil sharpener
- 1x Pencil case
- 3x Packs of pens (blue, black, red)
- 2x Packs of erasers
- 3x Packs of dry erase markers
- 1x Box of tissue
- 1x Pack of glue sticks
- 1x Ruler
- 1x White out
- 1x USB flash drive
- 1x Post it notes (sticky notes)
- 1x 8-Tab dividers
- 1X Graphing Calculator (TI-Nspire; TI-Nspire CX; TI-Nspire CX II)
 - **DO NOT** Purchase TI-Nspire CAS

Grading Policy

Grading Cycles

YES Prep’s Grading Cycles, better known as “quarters”, are 9 weeks. Grading Cycle dates can be found on the district calendar. Students receive a progress report and a report card that is distributed via Skyward each Grading Cycle.

Graded Assignments

Each teacher is required to provide 1 grade per full week of instruction. This adds up to 7-9 grades per 9 weeks. Students must complete assignments in order to receive a grade. The minimum grade that a student can receive for

Back to Top

an attempted assignment is a 60. If a student fails to complete a graded assignment, the student will receive a grade of 50 until the assignment is made up. Students will have 1 week to make up the assignment from the given deadline.

Grade Checks

Students and parents are able to check student grades via Skyward at any time. Teachers should update gradebooks weekly. Please communicate with teachers via email or Cardstock if you notice missing assignments or failing grades to receive information regarding make up work and reassessments.

Required Tutorials

Unified Tutorials (Required)

This program is catered to any students 6-8th grader that did not pass the Reading or Math STAAR the previous school year and any 9-12th grader that has not passed their HS EOC STAAR Exams. This program is required for all students that qualify as a part of House Bill 4545. Buses are provided. Tutoring begins in September and ends in April. Your child may be assigned up to 2 required tutorials per week on Tuesdays and/or Wednesdays until 5:30pm. Communication will be sent to parents in late August if your child must attend.

Tutorials (Strongly Recommended)

Each teacher will offer tutorials for students that are struggling in their current classes. These tutorials aim to assist students become proficient and master current content. Tutorials are also used to provide reteaching and make up opportunities for students failing a specific class. Tutorial information will be sent to parents in August.

CAMPUS CULTURE

Vision Statement

YES Prep Fifth Ward exists to develop the unique talents of each Titan, prepare all students for college readiness, and redefine possible for themselves and the Titan community.

Campus Core Values

The systems and expectations outlined in the handbook are meant to give transparent and predictable structure for students and families. All systems exist to help students achieve success and reflect Titan Core Values defined in the Pantheon.

YES Prep Fifth Ward is rooted in Core Values and in the core belief that the success of students lies in a deep collaboration between students, families, and staff. Titans value and celebrate the individual strengths that exist within every Titan; and staff and students work relentlessly to pursue academic achievement that leaves our Titans with options when they graduate from YES Prep Fifth Ward.

Titan Core Values	What We Think	How We Act
Tenacity	The only way to lose is to quit trying.	We are willing and ready to work hard.

Integrity	We believe that we, alone, are responsible for our actions.	We act with courage and honesty, and do not compromise the truth.
Trust	We are all here to make a difference.	We treat our team members with respect and celebrate our diversity.
Action	There's no problem that we can't start to solve.	We do.
Nexus	We are a family-oriented school.	We are role models for one another.
Social Justice	Our responsibilities never end, and students want to learn and be great.	We give back to our communities and speak out against systems of oppression.

Titan Pantheon

YES Prep Fifth Ward is rooted in the Pantheon. When each Titan stakeholder (staff, students and families) behaves in this way, they will accomplish great things. This work is accomplished because Titans are STRONG. Titans believe they must “sweat the small stuff”, “uphold safety and security” and “build a joyful school”. All these beliefs are in place for students to achieve academically and socio-emotionally.



Positive Incentives

The Titans of YES Prep Fifth Ward are some of the hardest working students in Houston and the country! YES Prep Fifth Ward is constantly working to create ways to celebrate students who are consistently living Titan Core Values and Pantheon. YPFW has several systems in place to recognize the amazing things Titans are doing inside and outside of the classroom. Below is a sampling of ways to celebrate Titans:

- **Hero Points**- students can earn points for modeling core values. These points may be used for grade level and school wide incentives like homework passes and bid trips.
- **Shout outs** – a public, verbal recognition of students who are living out the Titan Core Values and Pantheon, usually accompanied with TWO CLAPS!
- **Bid Trips** – a small field trip with one or more staff members where students use merits/Hero points 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!

- **Titan Core Value Awards** – these awards are given each quarter to recognize students who are models of a Titan Core Value.
- **Academic Awards** – these awards are given to the top student in a grade level per academic subject area.
- **Atlas Award** – awarded only twice a year (each semester) to the most outstanding Titan in a grade level. This award comes with a dinner with grade level teachers and 2 friends of the recipient's choice.
- **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. Previous celebrations have included: an ice cream social, karaoke, or a special lunch.
- **Perfect Attendance** - each quarter, students who attend school every day will be celebrated

Detention Guidelines

Detention will be held after school from 4:15pm-5:15pm Monday-Wednesday. A student earns a detention after receiving their third and sixth demerit. All students' demerits reset every two weeks. While detentions are a consequence for chronic or egregious misbehavior, our desire is to use warnings, restorative practices, and family communication to proactively address undesired behaviors that threaten our community agreements.

Before School Procedures

YES Prep Fifth Ward will open the campus doors to students at 8:10 am. If students are dropped off prior to 8:10 am, they will need to wait outside the school doors. Once allowed into the building, Middle School students will report directly to the Agora (cafeteria) where breakfast will be available. High School students will pick up their breakfast in the courtyard and then report to the gym where they will eat their food.

From 8:10 am - 8:30 am, students will be allowed in the Agora (MS) and Gym (HS). Students found in any other area of the school building are subject to consequences.

We strongly recommend students NOT wait at the park across the street from the campus. It is public community property and is NOT supervised by Fifth Ward staff or personnel.

After School Procedures & Programming

After school, a student has 5 minutes to be in a designated location on campus with adult supervision. Failure to be present in one of these locations will result in a student's dismissal from campus.

If students are still waiting in the designated pick-up area to be picked up by a guardian, they must report to the Front Office, after 4:15pm (when staff duty ends), as a safe space to be monitored by a staff member on duty.

Students who do not report to the office, and instead are on campus without the supervision of an adult and/or without a pass between 4:15 pm and 6:00 pm will be asked to leave campus immediately.

Students who leave campus using any of the campus exits will not be permitted to return to campus for any reason. This policy is in place to ensure the safety of all students and staff present on campus.

If a student is returning to campus for a campus event, they should return to campus at the appropriate time, prior to the start of the event. Students are not permitted to linger on campus without adult supervision for any campus events. If a student is found lingering around campus, they will be directed to leave campus and will not be allowed to attend any event that day.

We strongly recommend students NOT wait for their rides at the park across the street from the campus. Additionally, we strongly recommend students NOT to go there before or after school. It is public community property and is NOT supervised by Fifth Ward staff or personnel. We have dismissal procedures in place to ensure

[Back to Top](#)

students supervision and safety and the park is NOT within our jurisdiction to provide supervision; however, students can still be subject to school consequences due to the distance from the campus.

[Middle School Disciplinary Procedures \(MS Only\)](#)

Detention will be held on Monday - Wednesday after school. Students will attend detention for an hour 4:15pm-5:15pm. Detention is earned on the third and sixth infraction registered on HERO for the same behavior during a two-week period.

After-School detention will be assigned to a student at the third and sixth infraction of the same behavior within a two-week period. After school detention will be held on Monday-Wednesday from 4:15pm to 5:15pm. Parent/Guardians will be notified of after school detention at least 24 hours in advance. Students will remain in the designated space for the entire time. Students who fail to attend 2 detentions of the same infraction will be escalated to the next level consequence.

[High School Disciplinary Procedures \(HS Only\)](#)

Detention will be held on Monday-Wednesday after school. Students will attend detention for an hour 4:15pm-5:15pm. After School detention is earned on the third and sixth infraction registered in HERO for the same behavior during a two-week period.

After-School detention will be assigned to a student at the third and sixth infraction of the same behavior within a two-week period. After school detention will be held on Monday-Wednesday from 4:15pm to 5:15pm. Parent/Guardians will be notified of after school detention at least 24 hours in advance. Students will remain in the designated space for the entire time. Students who fail to attend 2 detentions of the same infraction will be escalated to the next level consequence.

[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
YES Prep Shirts (Required Uniform)	<p>YES Prep will provide Fifth Ward Secondary students with four (4) YES Prep spirit shirts, one (1) YES Prep Fifth Ward polo and a student ID badge and lanyard for the 2023-2024 school year.</p> <p>Must wear:</p> <ul style="list-style-type: none">• YES Prep or YES Prep Fifth Ward polo• YES Prep or YES Prep Fifth Ward spirit shirt• YES Prep Fifth Ward athletics shirts• YES Prep Fifth Ward organization or grade level shirt (current or former) <p>On Fridays, students can wear college or university branded items. This could include:</p>

	<ul style="list-style-type: none"> • College or University T-shirt • College or University sweatshirt <p><i>Students are not required to tuck in shirts.</i></p>
Bottoms	<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) • Shorts and skirts should be no shorter than mid-thigh. <p><i>Students are not required to wear belts</i></p> <p>May NOT wear:</p> <ul style="list-style-type: none"> • Students may not wear pajama pants or bottoms with holes. • Pants may not have holes/tears even if leggings are underneath.
ID Badges	<p>ID Badges must be worn on the provided lanyard, around the neck at all times, and must be visible.</p>
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 <p>May NOT wear:</p> <ul style="list-style-type: none"> • Open toed shoes • Slides or slippers • Heels over .5 inches
Accessories/ Styling	<p>May wear:</p> <ul style="list-style-type: none"> • Religious head-coverings. • Student 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 permitted due to safety reasons. • Students may wear a variety of hairstyles and colors. Head shaving designs are permitted as long as images are school-appropriate. <p>May NOT wear:</p> <ul style="list-style-type: none"> • Sunglasses are not permitted for safety purposes. • Head coverings such as hats, skull beanies, scarves, bandannas, etc. will not be permitted for the safety of our learning environment.
Outerwear	<p>May wear:</p> <ul style="list-style-type: none"> • Outerwear. If a hoodie is worn as outerwear, the hood may not be worn over the head. <p>May NOT wear:</p> <ul style="list-style-type: none"> • Outerwear that is lewd, offensive, vulgar or obscene images, emblems or writing. • Nothing that advertises or depicts tobacco products, alcoholic beverages, drugs or any other substance, show of gang affiliation or depict violence in any way. <p><i>Students may wear hoodies jackets but may not wear hoods that cover their heads/faces on campus.</i></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.</p> <p>Clothing for PE class must:</p>

- Have school appropriate messaging
- Meet criteria in the “Free Dress” category
- Bottoms may not be higher than mid-thigh

[Cell Phones & Personal Devices](#)

Students do not need to bring a cell phone to school to be successful in their learning. All Titan students can use the front office phone if needed. We recognize families use cell phones to ensure their Titan student(s) are safe, and we ask for your support in appropriate use of cell phones during the school day. During class, all student cell phones must be silent and put away to maximize student learning and focus. If a student's cell phone is out, in use, or disruptive, the student will receive a consequence up to and including an administrator collecting the phone. If a phone is collected, a guardian will be notified, and the phone can be picked up at the end of the day from the office. Please discuss this expectation with your Titan student.

Students and families assume all responsibility for any personal items brought to campus. The campus is not liable for loss or theft of personal items.

The campus also strongly advises students not to bring expensive electronics, large amounts of cash or any expensive items to school, including personal laptops or tablets. Students will be provided with a YES Prep-issued laptop for classroom use. Personal laptops will not have access to YES Prep networks and, because of this, will not be allowed for classroom use.

[Food and Drink Expectations](#)

Food and drinks are only permitted in the cafeteria (Agora). Food is not permitted in other areas (including the hallways, classrooms, or gym) unless approved by the principal and grade level administrator. Gum is not permitted on campus.

Water is the only drink permitted outside of the Agora (cafeteria). Any other types of acceptable beverages, I.e., Monster Drinks, Red Bull, Starbucks, or any other caffeinated drink are not permitted to be consumed outside of lunchtime.

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 from bringing candy or other items as their meals, and we encourage them to eat meals on campus. All YES Prep students can eat free breakfast each morning and will have access to lunch during the school day.

Students who elect to bring lunch from home should plan to have it with them from the start of the day, as no deliveries for students are allowed past 9:00am (see Item Drop-Off Policy). Additionally, no student is permitted to order food for delivery through any delivery service app.

Drinks in the Classroom

Students may only consume water in the classroom unless granted special permission for a medical or health reason accompanied by a doctor's note. Other liquids, when spilled, can cause stickiness. If a teacher asks to see the liquid and it is not water, the bottle may be confiscated, or the student may be asked to dump the contents out and refill it with water from the fountain.

Sharing Food

Students should eat only the food provided by their own guardian(s) or purchased through Preferred Meals (our school lunch provider). When food is shared between students there is a risk of food allergies or illness, and

[Back to Top](#)

guardians should feel confident about what their child is eating at school. For that reason, students are not permitted to share food with other students, and guardians are only permitted to give food to their own child or children. Students who are observed sharing food may have to forfeit the food they were sharing and may be subject to disciplinary action.

Gum Expectations

YES Prep Fifth Ward 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 Fifth Ward reserves the right to set expectations for not chewing gum on any school-sponsored trip, event or activity.

CAMPUS ATHLETICS

YES Prep Fifth Ward offers sporting teams to cultivate teamwork and technical skills enriching student experiences. We currently offer cross country & track, volleyball, basketball, soccer, and cheer. Students must demonstrate good conduct and academic standing to be eligible to play.

In-Season Expectations

Eligibility

- Maintain 70 and above in all classes
- 6th grade Student Athlete must maintain 80+ in ALL classes
- Ineligibility due to grades will cause a minimum of three-week game suspension.
 - Ineligible students may attend practice only. They may not attend games with the team but can attend as a spectator.

Discipline (Any infrastructure below will result in sports suspension for the entire season of that sport, i.e., fall, winter, spring sports.)

- No more than 3 detentions
- No more than 1- Level 2 Infraction
- No Level 3 or 4 infractions

Attendance

- 1% above campus ADA goal
- No more than 3 unexcused absences

Year Long Expectations

Eligibility

- Maintain 70 and above in all classes.
- 6th grade Student Athlete must maintain 80+ in ALL classes.

Discipline (any infrastructure below will result in sports suspension for the entire school year)

- No more than 6 detentions
- No more than 3 – Level 2 infractions
- No more than 2 – Level 3 infractions
- No Level 4 offenses – automatic disqualification

Attendance

- 1% above campus ADA goal
- No more than 10 unexcused absences

Not meeting any of the above expectations will cause a player the privilege of participating in athletics at any YES Prep campus for the duration of a season and/or a school year.

Students are welcome to attend any game (home or away). They should be picked up within 15 minutes after the last game. Security guards are not consistently present and on a needed basis only. If a student or group of students chooses disruptive behaviors (causing disruption or threatening safety and security of the event), they will be given ONLY 1 warning. If the behavior(s) continues they will be asked to leave the facility. Police will be called as needed to escort the disruptive parties (students or adults) away from the facility. If this action takes place the individual will be banned from attending games at FW.

Games are \$3 for students and \$5 for adults.

CAMPUS OPERATIONS

Late Bus Expectations

Students have the right to stay after school for tutorials, study hall, or extra-curricular activities. Therefore, students who choose to remain after school for the above-listed activities may take the late bus home if it is offered at that campus. At YES Prep Fifth Ward the “Late Bus” is funded by the ASPIRE Program, therefore students who participate in the ASPIRE Program will get priority. Students who must remain after school for detention are permitted to take the late bus home. If there is no route for the student, the family is responsible for finding a means of transportation for their Titan student.

Common Area Expectations

At YES Prep Fifth Ward, we have several common areas on campus, and it is the expectation that all Titans treat these spaces with respect and leave them better than they found them. Common areas include, but are not limited to hallways, restrooms, the Agora (cafeteria), the gym, parking lot, outdoor fields, picnic tables, Admin Office 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 a referral to the Director of Student Support and/or Principal.

Lunch Time Expectations

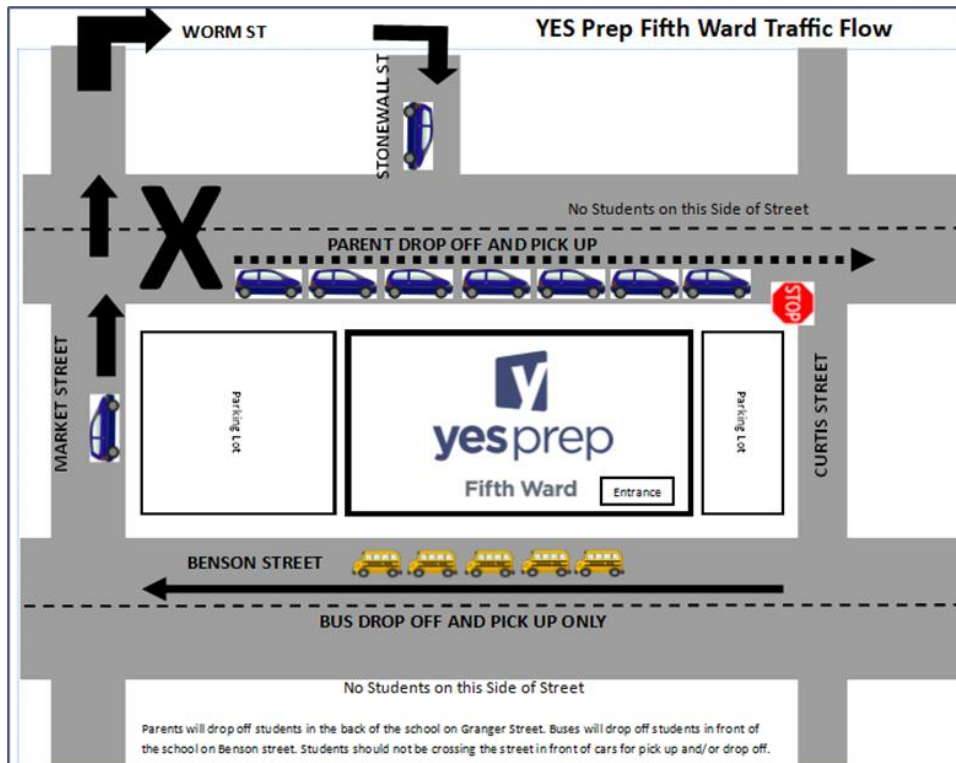
Students at YES Prep Fifth Ward will eat lunch in the Agora (cafeteria) or another location designated by an administrator. Students are expected to remain in the designated lunch location for the duration of lunch, and they should not loiter in the hallways, bathrooms, or in empty classrooms.

Students are not permitted to order outside food for lunch unless earned as an incentive and communicated by the High School Dean of Students.

Traffic Procedures

One of the main priorities is to ensure safety for the students and staff at YES Prep Fifth Ward. Please be mindful of traffic patterns, school bus drop-off and loading, and pedestrians while dropping or picking up a student. Guardians will be re-directed when not following the traffic procedures listed below.

We strongly recommend NOT dropping off or picking up your child from the community park. It causes traffic back up and is not a supervised area causing safety and security concerns. Please follow the drop off and pick up procedures because it is safer for your child.



Student Early Pick-Up Policy

Students who are picked up from school outside of the regular time of dismissal (4:00pm daily; 1pm on designated early dismissal dates) should be picked up by a parent or guardian, or a designated emergency contact. Please note, you may update your student's emergency contact(s) in Skyward.

The person picking up student(s) will need to present a valid issued State ID at reception for student release. YES Prep Fifth Ward will not authorize student release for any adult who is unable to present a valid ID at the time of pick up, no exceptions.

Additionally, YES Prep Fifth Ward will not authorize student release for any adult who has not been identified in Skyward as a parent or guardian, or emergency contact. Students who are picked up early for an appointment must be picked up by 3:00 p.m. After that time, a student will not be allowed to leave their classroom, and the guardian will have to wait until dismissal unless approved by a director or principal.

Please keep in mind that picking your student up outside of our dismissal time will result in an absence from each class period your student does not attend. Please consult our attendance policy for additional information on acceptable forms of documentation and types of absences.

[Dropping off Items for Students](#)

Students must arrive prepared for class daily, which means bringing all required materials to school. If a student forgets an item at home, a parent or guardian may deliver it directly to our receptionist in the Front Office, **as long as the item is delivered by 9:00am.**

Please note, **our front office will not accept any deliveries for students, regardless of the item, after 9:00am.** This includes, but is not limited to, laptops, charger, backpack, supplies, homework, lunch, student ID, gym clothes, etc. Please be mindful that any deliveries for students after 9:00am will be turned away, and a student must be prepared to receive an unprepared demerit for that day.

[Campus Communication to Families](#)

Students and families can communicate with teachers through their YES Prep professional numbers, but for calls and messages sent after hours, families and students should expect a 24 to 48-hour turnaround time.

Here are some options for communicating with teachers:

- Family Portal - The new Family Portal is a user-friendly way for families to view important information (attendance, behavior, grades, etc.) and understand their student's progress. Access the Home Access Center & Hero through the Family Portal.
- Email the teacher and expect a response within 24-48 hours.
- Cardstock
- Call a teacher at their YES Prep professional number and expect a response within 24-48 hours.
- Ask if a teacher has an email list to receive outgoing reminders and communication. Students and guardians can then share their emails with teachers to receive messages.

Additionally, please check your email frequently for messages from YES Prep Fifth Ward teachers and administrators. Messages can also come through text, Robo call, or cardstock and share important information for you to be aware of. We also post school and community happenings on our social media platforms: Instagram, Facebook, and the YES Prep website.

[Personal Items on Campus](#)

All property brought to school is brought at a student's own risk. YES Prep Fifth Ward will not assume responsibility for any personal property. Distracting or inappropriate objects will be confiscated and may be returned at the end of the school day, if deemed appropriate by a campus administrator. Repeat violations will require a guardian conference. It is not recommended or encouraged for students to bring large sums of money to campus, however if it is necessary to bring a large sum of money to school for any reason, it should be turned in immediately to an administrator for safekeeping.

[Student Drivers](#)

For a student to be permitted to park on campus property we must have a Student Parking Contract on file signed by a parent. Along with this form students must also submit the following:

- Copy of valid driver's license (driving permits will not be accepted)
- Copy of insurance policy with student's name
- \$5 parking fee (additional \$5 if parking tag is lost)

All documentation must be submitted to the Director of Campus Operations. Once the documentation has been reviewed and approved, the student will be provided with a campus parking tag that is valid for the current school year.

YES Prep is not responsible for your vehicle or any belongings in your vehicle. If you sustain damage or vandalism to your vehicle the school is not responsible in any way.

Parking on campus is a privilege. Students who receive multiple warnings for violating any of the following guidelines will lose parking privileges immediately:

- Students cannot access their vehicle without permission from an administrator during school hours.
- No Speeding (parking lot speed limit is 5MPH).
- Reckless driving (including peeling out of the parking lot) is prohibited.
- Cell phone use while driving on school grounds is not allowed.
- Excessive tardiness (up to 5 per quarter).

A check will be made of all registered vehicles. YES Prep Fifth Ward administration reserves the right to notify the police to tow away any unauthorized vehicles at the owner's expense. This includes cars without proper YES Prep Fifth Ward parking tags.

Senior Early Release

For some senior students, early release is awarded as a privilege for diligence in meeting course requirements with remaining courses not requiring full day attendance. Additionally, to earn this privilege other requirements of good standing are always factored. The following criteria must have been met at the end of junior year:

1. Present at school for 90% of days or more (i.e., no more than 10 absences per semester)
2. Uphold behavior expectations (i.e., no suspensions or expulsions)
3. Complete all required 11th grade courses (including LOTE, Fine Arts, and PE requirement)
4. Completed an early release application

Students with early release must follow the school expectations:

- Accepted students will be required to receive a parent/guardian signature in-person to approve the early release, regardless of the student's age.
- Student must leave school for the last period of the day (4A or 4B only).
 - Pick up by parent/guardian or authorized person in accordance with registration paperwork.
 - Student is a driver and has met student driver expectations.
- Student must sign out in the front office each day before leaving campus.
- Student must be present for 90% of all other courses to keep early release and will be removed from the privilege if they exceed 10 absences within a semester.
- Student must not earn suspension or expulsion or have extensive Code of Conduct violations.
- Student must be passing courses required for graduation.

Students with early can drive themselves home, if:

- They have a valid driver's license.
- Proof of insurance on the vehicle they drive.
- Student driver permission slip is on-file.
- (If parking in the student parking lot, student must follow Student Driver protocol).

Former Student Visits

Students who have been expelled or who are currently placed at THRIVE (DAEP) are prohibited from being on school grounds or attending school-sponsored or school-related activities. If the student has a sibling at YES Prep Fifth

[Back to Top](#)

Ward and there is a significant event at which the guardian wants to have the expelled/placed student, the guardian must first contact the principal to request a one-time approval to attend the event with the family.

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

Alumni

Alumni are welcome to visit and must comply with all YES Prep visitor policies.

- Alumni must follow visitor check-in procedures in the front office and display a “Visitor” badge at all times
- Alumni are welcome to visit campus during scheduled, after-hours alumni events or public events, such as sporting games
- Alumni wishing to speak/meet with staff members must have a confirmed appointment with a current staff member
- Alumni wishing to visit during the school day without an appointment may visit during high school lunch only (12:20-12:50pm)
- Alumni may not visit classrooms while a class is in session, unless specifically requested and scheduled by a current staff member