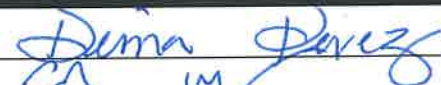



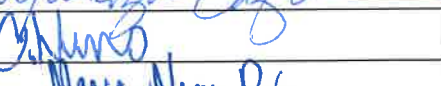


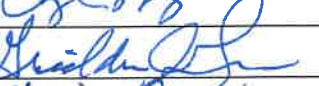
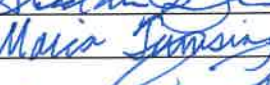





Comprehensive School Safety Plan SB 187 Compliance Document

2023-2024 School Year

School: Rose Avenue Elementary School
CDS Code: 56725386055370
District: Oxnard School District
Address: 220 South Driskill Street
 Oxnard, CA 93030
Date of Adoption: February 21, 2024
Date of Review: -with Staff
 November 28, 2023
 -with Law Enforcement
 January 2024
 -with Fire Authority
 January 2024

Reviewed by:

Name	Title	Signature	Date
Diana Perez	Principal		12/8/2023
Sarah Manley	4th Grade Teacher (SDC)		12/8/2023
Leticia Vidal	4th/5th Teacher		12/8/2023
Alejandra Santos	ORC		12/8/2023
Maritza Cazares	ASP Coordinator		12/8/2023
Crystal Nuno	ELAC President		12/8/2023
Alicia Perez	Attendance Technician		12/8/2023
Mayra Perez	Counselor		12/8/2023
Cynthia Manriquez	Psychologist		12/8/2023
Gricelda Tapia	4th Grade Teacher		12/8/2023
Maria Tamsing	3rd Grade Teacher		12/8/2023
Charlotte Hwan	4th/5th Teacher		12/8/2023

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Reviewed by: STEPHEN MAJANGHTEN OXNARD FIRE MARSHAL  1/24/24

Name	Title	Signature	Date
Diana Perez	Principal		
Sarah Manley	4th Grade Teacher (SDC)		
Leticia Vidal	1st Grade Teacher/School Site Council Chairperson		
Alejandra Santos	ORC		
Maritza Cazares	ASP Coordinator		
Crystal Nuno	ELAC President		
Alicia Perez	Attendance Technician		
Mayra Perez	Counselor		
Cynthia Manriquez	Psychologist		
Gricelda Tapia	4th Grade Teacher		
Maria Tamsing	3rd Grade Teacher		

Table of Contents

Senate Bill 187: Comprehensive School Safety Plan Purpose	5
Safety Plan Vision.....	6
Components of the Comprehensive School Safety Plan (EC 32281).....	7
(A) Child Abuse Reporting Procedures (EC 35294.2 [a] [2]; PC 11166).....	7
(B) Disaster Procedures (EC 35295-35297; GC 8607 and 3100).....	9
(C) School Suspension, Expulsion and Mandatory Expulsion Guidelines.....	11
(D) Procedures to Notify Teachers of Dangerous Pupils (EC 49079).....	16
(E) Sexual Harassment Policies (EC 212.6 [b]).....	17
(F) School-wide Dress Code Relating to Gang-Related Apparel (EC 35183).....	17
(G) Procedure for Safe Ingress and Egress of Pupils, Parents, and Staff to and from School (EC 35294.2).....	18
(H) A Safe and Orderly School Environment Conducive to Learning (EC 35294.2).....	19
(I) School Discipline Rules and Consequences (EC 35291 and EC 35291.5).....	30
(J) Hate Crime Reporting Procedures and Policies.....	33
Safety Plan Review, Evaluation and Amendment Procedures.....	34
Safety Plan Appendices.....	35
EMERGENCY CONTACT NUMBERS.....	35
Incident Command System (ICS).....	37
Incident Command Team Responsibilities.....	38
Emergency Response Guidelines.....	39
Step One: Identify the Type of Emergency.....	39
Step Two: Identify the Level of Emergency.....	39
Step Three: Determine the Immediate Response Action.....	39
Step Four: Communicate the Appropriate Response Action.....	39
Types of Emergencies & Specific Procedures.....	40
AIRCRAFT CRASH.....	40
ANIMAL DISTURBANCE.....	40
BIOLOGICAL OR CHEMICAL RELEASE.....	40
PESTICIDE EXPOSURE (Pesticide Drift).....	40

BOMB THREAT/ THREAT OF VIOLENCE40

BUS DISASTER.....41

DISORDERLY CONDUCT41

EARTHQUAKE41

EXPLOSION OR RISK OF EXPLOSION42

FIRE IN SURROUNDING AREA.....42

FIRE ON SCHOOL GROUNDS.....43

FLOODING43

LOSS OR FAILURE OF UTILITIES43

MOTOR VEHICLE CRASH.....43

PANDEMIC.....44

PSYCHOLOGICAL TRAUMA44

SUSPECTED CONTAMINATION OF FOOD OR WATER45

UNLAWFUL DEMONSTRATION OR WALKOUT45

Medical Emergencies48

Emergency Evacuation Map.....51

Senate Bill 187: Comprehensive School Safety Plan Purpose

Effective January 1, 2019, Assembly Bill 1747 (Rodriguez), School Safety Plans, became law. This bill requires that during the writing and development of the comprehensive school safety plan (CSSP), the school site council or safety committee consult with a fire department and other first responder entities in addition to currently required entities. It requires the CSSP and any updates made to the plan to be shared with the law enforcement agency, the fire department, and the other first responder entities.

The California Education Code (sections 32280-32288) outlines the requirements of all schools operating any kindergarten and any grades 1 to 12, inclusive, to write and develop a school safety plan relevant to the needs and resources of that particular school.

In 2004, the Legislature and Governor recast and renumbered the Comprehensive School Safety Plan provisions in SB 719 and AB115. It is the intent of the Legislature in enacting the provisions to support California public schools as they develop their mandated comprehensive safety plans that are the result of a systematic planning process, that include strategies aimed at the prevention of, and education about, potential incidents involving crime and violence on school campuses.

The historical requirement of the Comprehensive School Safety Plan was presented in Senate Bill 187, which was approved by the Governor and chaptered in 1997. This legislation contained a sunset clause that stated that this legislation would remain in effect only until January 1, 2000. Senate Bill 334 was approved and chaptered in 1999 and perpetuated this legislation under the requirement of the initial legislation.

Comprehensive School Safety Plans are required under SB 719 & AB 115 and contains the following elements:

- Assessment of school crime committed on school campuses and at school-related functions
- Child abuse reporting procedures
- Disaster procedures
- Suspension and expulsion policies
- Procedures to notify teachers of dangerous pupils
- Discrimination and harassment policies
- School wide dress code policies
- Procedures for safe ingress and egress
- Policies enacted to maintain a safe and orderly environment
- Rules and procedures on school discipline
- Hate crime reporting procedures

The Comprehensive School Safety Plan will be reviewed and updated by March 1st every year. In July of every year, the school will report on the status of its school safety plan including a description of its key elements in the annual school accountability report card.

A copy (electronic or paper) of the Comprehensive School Safety Plan is provided yearly to the following:

- School staff
- Parents
- After-school program staff
- Oxnard Police Department
- Oxnard Fire Department
- Early Childhood Education staff
- Volunteer Coaches

A copy of the Comprehensive School Safety Plan is available for review online at www.oxnardsd.org or in the Rose Avenue Elementary School's office.

COVID-19 PANDEMIC INFORMATION FOR 2023 – 2024 SCHOOL YEAR

For the most up-to-date information concerning our COVID-19 protocols, feel free to visit the following websites:

Oxnard School District @ www.oxnardsd.org

Ventura County Department of Public Health @ www.vhca.org

Center for Disease Control and Prevention @ www.cdc.gov

Safety Plan Vision

Student safety is a top priority at Rose Avenue Elementary School. School staff are dedicated to providing a safe, positive, and nurturing environment that is conducive to learning in order for students to achieve school success.

Components of the Comprehensive School Safety Plan (EC 32281)

Rose Avenue Elementary School Safety Committee

Diana Perez (Principal), Claudia Morales (Office Manager), Alicia Perez (Attendance Technician), Sarah Manley (SDC Teacher), Leticia Vidal (Teacher and SSC Chairperson), Maria Tamsing (Teacher), Gricelda Tapia (Teacher), Charlotte Hwan (Teacher), Mayra Perez (School Counselor), Alejandra Santos (ORC), Cynthia Manriquez (School Psychologist), Nancy Gonzalez (ELAC President), Steven Fimbres (After-School Program Coordinator), Police Department Representative, and Fire Department Representative

Assessment of School Safety

Maintaining a Safe Campus:

- The site monitors Office Referrals, Attendance Rates Suspensions/Expulsions Data, and the Panorama Survey Results to assure that there continues to be improvements in students' behavior and the overall school climate. School Safety is a frequent topic at PBIS, Leadership, Staff, SSC, Coffee with the Principal and ELAC meetings where both feedback and input is highly encouraged.
- The School Principal will invite a representative from the Oxnard Police Department for an annual security inspection of the campus and a representative from the Oxnard Police Department will be present during a whole school evacuation drill.
- Risk Management conducts a safety inspection of the campus each year. A report is submitted and necessary changes are made.
- The Lead Custodian and the School Principal conduct bi-monthly safety inspections and submit a report to the District Office.
- Safety issues are reported by staff to school site administration. Safety issues are handled by the lead custodian or through work orders to the district office.
- The Safety Committee reviewed and discussed procedures to be followed by staff and students during emergencies.
- Monthly drills, evaluation of monthly drills, and an end of the year self evaluation are conducted in collaboration with the Oxnard Police Department. (Example: Lockdowns, Fire, Earthquake, Evacuation)
- The Safety Committee meets regularly to review all safety procedures and makes necessary revisions as needed.

Emergency Supplies:

- An annual inventory is conducted for all emergency equipment and all staff are provided with this equipment at the beginning of the year. All emergency equipment is replenished as needed. (Example: Emergency Backpack, First Aid Materials, Portable Toilet Bucket)

Discipline and Behavior:

- The school has adopted PBIS (CHAMPS and Restorative Justice Practices) as a school wide approach to promote positive student behavior and expectations.
- The school's Principal will meet with students via school assemblies throughout the year to review school rules and expectations.
- The school's Principal, PBIS Team, and Counselor will support teachers with CHAMPS and social-emotional lessons in the classroom.
- The school's Counselor will provide Social Skills Groups and Counseling as needed.

Strategies and Programs to Provide and Maintain a High Level of Safety (EC 32281(a)1, items A-J)

The following strategies and programs are consistent with California educational code 32281 and reflect the school's commitment to safety within the following areas:

(A) Child Abuse Reporting Procedures (EC 35294.2 [a] [2]; PC 11166)

Each employee has been properly trained on Child Abuse Reporting Procedures, the timeline to report, and the procedures for providing information to the School Office Manager, School Principal, and Oxnard School District's Director of Pupil Services.

GENERAL

As stated in the Board Policy (BP 5141.4), "District employees shall report known or suspected incidence of child abuse in accordance with district regulations and state law. Employees shall fully cooperate with the child protective agencies responsible for reporting, investigating and prosecuting cases of child abuse."

When an employee suspects child abuse, the employee shall immediately meet and discuss the situation with a school counselor or an administrator. Information will be noted (name of person making report, name of child, present location of child, nature and extent of injury, and all other pertinent information.) At that time the counselor or administrator will assist the employee in making a call to Children and Family Services (654-3200) or the local Police Department (Oxnard 385-7600, Sheriff's Dept. 654-2311). The counselor or administrator will make note of time, date and name of official contacted. The employee will then complete and mail the required written report to the local Children and Family services agency. The counselor or assistant principal will notify the principal.

Employees (mandated reporters) have absolute immunity and are not liable for filing a required report. If a mandated reporter does not wish to disclose his/her identity to a district administrator, he/she shall at least provide or mail a copy of the written report to the district without his/her signature or name after making the required call to Children and Family Services or appropriate law enforcement agency. Mandated reports of sexual activity must be reported to either the Department of Children and Family Services (DCFS) or to the appropriate police jurisdiction. This information will then be cross-reported to the other legal agency.

School manager either mails or faxes over the completed abuse form to CFS within 36 hours of the report. School office manager gives a copy to principal and to the Oxnard School District Superintendent.

SEXUAL ACTIVITY

Child abuse laws change from time to time. Should you suspect that a student is engaged in unlawful sexual activity, please consult with the school social worker and campus officer to determine if particular provisions under this section are current and in effect.

- a. Involuntary sexual activity is always reportable.
- b. Incest, even if voluntary, is always reportable. Incest is a marriage or act of intercourse between parents and children; ancestors and descendants of every degree; brothers and sisters of half and whole blood and uncles and nieces or aunts and nephews. (Family Code §2200).
- c. Voluntary Sexual Activity may or may not be reportable. Even if the behavior is voluntary, there are circumstances where the behavior is abusive, either by Penal Code definition or because of an exploitative relationship, then this behavior must be reported. If there is reasonable suspicion of sexual abuse prior to the consensual activity, the abuse must be reported.

Reportable Sexual Activity if a Child is 14 Years of Age and:

- a. Partner is younger than 14 years old, but there is a disparity in chronological or maturational age or indications of intimidation, coercion or bribery or other indications of an exploitative relationship.
- b. Partner is 14 years or older lewd & lascivious acts committed by a partner of any age partner is alleged spouse and over 14 years of age.

Reportable Sexual Activity if the Child is 14 or 15 years and:

- a. There is unlawful sexual intercourse with a partner older than 14 but less than 21 years of age and there is no indication of abuse or evidence of an exploitative relationship. There is unlawful sexual intercourse with a partner older than 21 years
- b. There is lewd and lascivious acts committed by a partner more than 10 years older than the child is.
- c. The partner is the alleged spouse and over 21 years of age

Reportable Sexual Activity if the Child is 16 or 17 years and:

- a. The partner is less than 14 years of age
- b. There is unlawful sexual intercourse with a partner older than 14 and there is evidence of an exploitative relationship
- c. The partner is the alleged spouse and there is evidence of an exploitative relationship

Reportable Sexual Activity if the Child is under 18 years:

- a. Sodomy, oral copulation, penetration of a genital or anal opening by a foreign object, even if consensual, with a partner of any age.

Not Reportable Sexual Activity:

- a. Child is 14 years or younger and partner is younger than 14 years and of similar age or maturational age. Sexual behavior is voluntary and consensual. There are no indications of intimidation, coercion, bribery, or other indications of an exploitative relationship.

- b. Unlawful sexual intercourse of a child 14 to 15-years old with a partner older than 14 and less than 21 years of age and there is no indication of abuse or evidence of an exploitative relationship.
- c. Unlawful sexual intercourse with a child 16 or 17 years with a partner older than 14 and there is no indication of an exploitative relationship.

Mandated reports of sexual activity must be reported to either the Department of Children and Family Services (DCFS) or to the appropriate police jurisdiction. This information will then be cross-reported to the other legal agency.

STAFF TRAINING

All Oxnard School District staff who work with students are trained annually in regard to child abuse. New employees are trained upon being hired. Employees receive training on their legal obligation under law regarding mandated reporting. Employees also receive training to recognize signs and symptoms of child abuse.

(B) Disaster Procedures (EC 35295-35297; GC 8607 and 3100)

GENERAL

This Plan addresses the Oxnard School District's responsibilities in emergencies associated with natural disaster, human-caused emergencies and technological incidents. It provides a framework for coordination of response and recovery efforts within the District in coordination and with local, State, and Federal agencies. The Plan establishes an emergency organization to direct and control operations at all sites during a period of emergency by assigning responsibilities to specific personnel. This Plan:

- Conforms to the Federally mandated National Incident Management System (NIMS), State mandated Standardized Emergency Management System (SEMS) and effectively restructures emergency response at all levels in compliance with the Incident Command System (ICS).
- Establishes response policies and procedures, providing Oxnard School District clear guidance for planning purposes.
- Describes and details procedural steps necessary to protect lives and property.
- Outlines coordination requirements.
- Provides a basis for unified training and response exercises to ensure compliance.

OBJECTIVES

- Protect the safety and welfare of students, employees and staff.
- Provide for a safe and coordinated response to emergencies.
- Protect the District's facilities and properties.
- Enable the District to restore normal conditions with minimal confusion in the shortest time possible.
- Provide for interface and coordination between sites and the District Emergency Operations Center (EOC).
- Provide for interface and coordination between sites and the County or city EOC in which they reside.
- Provide for the orderly conversion of pre-designated District sites to American Red Cross shelters, when necessary.

Schools are required by both federal statute and state regulation to be available for shelters following a disaster. The American Red Cross (ARC) has access to schools in damaged areas to set up their mass care facilities, and local governments have a right to use schools for the same purposes. This requires close cooperation between school officials and ARC or local government Representatives, and should be planned and arranged for in advance.

In an Emergency Building Evacuation, all employees will:

- Upon emergency alert, secure work area and depart/report to assigned area.
- Perform duties as pre-assigned by the Principal in cooperation with emergency services personnel.
- DO NOT re-enter the building without permission or request of emergency service authorities.
- Remain in the general assembly areas and calm students if not assigned another duty.
- When signaled to re-enter safe areas of the school, quickly do so.
- Upon safe re-entry, report anything amiss to the Operations Chief.

In an Emergency Building Evacuation, teachers will also:

- Upon alert, assemble students for evacuation using designated routes and account for all students.
- Secure room.
- If possible, leave a note on the door advising where the class evacuated to if other than the standard assembly area.
- Upon arrival at the assembly area, account for all students.

- Secure medical treatment for injured students.
- Report any students missing or left behind because of serious injuries.
- Stay with and calm students.
- If signaled to re-enter school, assure students do so quickly and calmly.
- Account for all students.
- Check room and report anything amiss to the Team Leader and/or Operations Chief.
- Debrief students to calm fears about the evacuation.

In an Emergency Campus Evacuation:

If it is necessary to evacuate the entire campus to another school or relief center, the Principal will:

- Notify the Superintendent of the Campus Evacuation.
- Cooperate with emergency authorities in enlisting students/staff with cars to help transport evacuees.
- Direct the evacuation, assure all students/staff are accounted for as they depart and arrive.

Dismissal of students from the school shall be governed by the emergency procedures outlined in this procedure guide and consistent with the Initial Response System. However, this policy does not preclude the exercise of professional judgment by an administrator when the circumstances of the situation indicate dismissal to be in the best interest of the student.

- Each teacher MUST KEEP THE REGISTER OR ENROLLMENT SHEET OF PUPILS READILY AVAILABLE AT ALL TIMES. The teacher will remain with students until directed otherwise.
- In the absence of orders from the superintendent, each school principal is authorized and directed to implement plans as described herein or take such other action as may be necessary to save lives and mitigate the effects of disasters.
- During an emergency period or condition created by disaster, occurrence students may only be released to parent, guardian or other adult specified on the Emergency Data Card. THERE SHALL BE NO EXCEPTIONS TO THIS POLICY.

Emergency Announcements will be provided on the following radio stations:

AM Radio Stations:

KTNQ-AM 1020 "Univision America" Spanish
 KNX-AM 1070 "KNX 1070 Newsradio"
 KUNX-AM 1400 "La Super X" Spanish
 KKZZ-AM 1520 "La Voz" Spanish
 KVTA- AM 1590 "Ventura's Talk Authority"

FM Radio Stations:

KCRU-FM 89.1 "Public Radio for Southern California"
 KIND-FM 94.1 "Radio Indigena 94.1" Spanish / Mixteco
 KXLM-FM 102.9 "Radio Lazer 102.9 FM" Spanish

CALIFORNIA EMERGENCY SERVICES ACT (CHAPTER 7, DIVISION 1, TITLE 2, CALIFORNIA GOVERNMENT CODE)

The Act provides the basic authorities for conducting emergency operations following a proclamation of Local Emergency, State of Emergency, or State of War Emergency by the Governor and/or appropriate local authorities, consistent with the provisions of this Act.

CALIFORNIA GOVERNMENT CODE, SECTION 3100, TITLE 1, DIVISION 4, CHAPTER 4.

States that public employees are disaster service workers, subject to such disaster service activities as may be assigned to them by their superiors or by law. The term "public employees" includes all persons employed by the state or any county, city, city and county, state agency or public district, excluding aliens legally employed.

The law applies to public school employees in the following cases:

- When a local emergency is proclaimed.
- When a state of emergency is proclaimed.
- When a federal disaster declaration is made.

The law has two ramifications for School District employees:

1. It is likely that public school employees are pressed into service as Disaster Service Workers by their superiors, and may be asked to do jobs other than their usual duties for periods exceeding their normal working hours.
2. When pressed into disaster service, employees' Workers' Compensation Coverage becomes the responsibility of state government (OES), but their overtime pay is paid by the school. These circumstances apply only when a local or state emergency is declared. States that (the Governor's Office of Emergency Services has stated) inadequately trained school staff render school officials potentially liable for acts committed or omitted by school staff acting within the scope of their training during or after a disaster. (Sub Sections 835-840.6). It requires that school districts be prepared to respond to emergencies using SEMS. (Section 8607, the Petris Bill).

CALIFORNIA CIVIL CODE, CHAPTER 9, SECTION 1799.102

It provides for "Good Samaritan Liability" for those providing emergency care at the scene of an emergency. ("No person, who, in good faith and not for compensation, renders emergency care at the scene of an emergency, shall be liable for any civil damages resulting from any act or omission. The scene of an emergency shall not include emergency departments and other places where medical care is usually offered.")

PUBLIC AGENCY USE OF SCHOOL BUILDINGS FOR EMERGENCY SHELTERS

Procedures are in place to allow a public agency, including the American Red Cross, to use school buildings, grounds, and equipment for mass care and welfare shelters during disasters or other emergencies affecting the public health and welfare. The district or county office shall cooperate with the public agency in furnishing and maintaining the services as the district or county office may deem necessary to meet the needs of the community.

AFTER SCHOOL PROGRAM

The after-school program staff is trained annually in regard to disaster response. The District maintains a full-time After School Program Manager, who oversees safety training and disaster preparedness for the program. The After School Program Manager ensures that the following safety components are addressed within the after-school program environment:

- Elements of a safe and orderly environment
- Emergency evacuation procedures
- Student release procedures
- Incident Command Team responsibilities
- Child abuse reporting
- Rules, expectations and consequences
- Non-discrimination and harassment reporting

TRAINING

All staff are trained annually in regard to disaster procedures within the Comprehensive School Safety Plan and the District's Emergency Operations Plan. The school conducts monthly safety drills for fire and earthquake. The school also conducts a lockdown security drill at a minimum of once yearly within the first month of school under the direction of the School Resource Officer.

FOR DISASTER PLAN PROTOCOLS AND PROCEDURES (SEE APPENDICES).

(C) School Suspension, Expulsion and Mandatory Expulsion Guidelines

Administration follows district guidelines set by Pupil Services for School Suspension, Expulsion, and Mandatory Expulsion.

The Oxnard School District Governing Board has established policies and standards of behavior in order to promote learning and protect the safety and well-being of all students. When these policies and standards are violated, it may be necessary to suspend or expel a student from regular classroom instruction.

Except where suspension for a first offense is warranted in accordance with law, suspension shall be imposed only when other means of correction fail to bring about proper conduct. (Education Code 48900.5)

Expulsion is an action taken by the Board for severe or prolonged breaches of discipline by a student. Except for single acts of a grave nature, expulsion is used only when there is a history of misconduct, when other forms of discipline, including suspension, have failed to bring about proper conduct, or when the student's presence causes a continuing danger to himself/herself or others. (Education Code 48915)

The grounds for suspension and expulsion and the procedures for considering, recommending and/or implementing suspension and expulsion shall be specified in administrative regulation.

Suspended or expelled students shall be excluded from all school-related extracurricular activities during the suspension or expulsion.

STUDENT DUE PROCESS

The board shall provide for the fair and equitable treatment of students facing suspension and expulsion by affording them their due process rights under the law. The Superintendent or designee shall comply with procedures for notices and appeals as specified in administrative regulation and law. (Education Code 48911, 48915, 48915.5)

ALTERNATIVES TO SUSPENSION / OPTIONS

All schools within the Oxnard School District may establish a suspension program, which involves progressive discipline during the school day on campus, conferences, detention, student study team, referral to support services staff and/or other resources including District.

REQUIRED PARENTAL ATTENDANCE

The teacher of the class from which the student was suspended may require the parent/caregiver to attend a portion of a school day in the classroom in coordination with the principal and in accordance with all related policies/regulations for implementing this school suspension option.

DEFINITIONS

Suspension from school means removal of a student from ongoing instruction for adjustment purposes.

Expulsion means removal of a student from the immediate supervision and control, or the general supervision of school personnel.

NOTICE OF REGULATIONS

At the beginning of each school year, the principal of each school shall ensure that all students and parents/guardians are notified in writing of all school rules related to discipline, suspension and expulsion. Transfer students and their parents/guardians shall be notified at the time of enrollment. (Education Code 35291.5, 48900.1, 48980)

Notification shall include information about the availability of individual school rules and all district policies and regulations pertaining to student discipline. (Education Code 35291)

GROUND FOR SUSPENSION AND EXPULSION

Students may be subject to suspension or expulsion for committing any of the acts listed below:

- a) (1) Caused, attempted to cause, or threatened to cause physical injury to another person; or
(2) Willfully used force or violence upon the person of another, except in self-defense.
- b) Possessed, sold, or furnished any firearm, knife, dangerous object or explosive.
- c) Possessed, sold, furnished, or been under the influence of any controlled substance, alcoholic beverage or intoxicant of any kind.
- d) Offered, arranged, or negotiated to sell any controlled substance, alcoholic beverage or intoxicant of any kind, and then either sold, delivered or otherwise furnished anything in lieu of it and represented the replacement as a controlled substance, alcohol, intoxicant, or representation of items thereof..
- e) Committed or attempted to commit robbery or extortion.
- f) Caused or attempted to cause damage to school property or private property.
- g) Stole or attempted to steal school property or private property.
- h) Possessed or used tobacco, or tobacco products.
- i) Committed an obscene act or engaged in habitual profanity or vulgarity.
- j) Offered, possessed, arranged or negotiated to sell any drug paraphernalia.
- l) Knowingly received stolen school property or private property.
- m) Possessed an imitation firearm.
- n) Committed or attempted to commit a sexual assault, or committed a sexual battery, as defined in the Penal Code.
- o) Harassed, threatened or intimidated a pupil who is a complaining witness or witness in a school disciplinary proceeding.
- p) Unlawfully offered, arranged to sell, negotiated to sell, or sold the prescription drug Soma.
- q) Engaged in, or attempted to engage in, hazing as defined in Section 245.6 of the Penal Code.
- r) Engaged in an act of bullying. For purposes of this subdivision, the following terms have the following meanings:

(1) "Bullying" means any severe or pervasive physical or verbal act or conduct, including communications made in writing or by means of an electronic act, and including one or more acts committed by a pupil or group of pupils as defined in Section 48900.2, 48900.3, or 48900.4, directed toward one or more pupils that has or can be reasonably predicted to have the effect of one or more of the following:

- (A) Placing a reasonable pupil or pupils in fear of harm to that pupil's or those pupils' person or property.
- (B) Causing a reasonable pupil to experience a substantially detrimental effect on his or her physical or mental health.
- (C) Causing a reasonable pupil to experience substantial interference with his or her academic performance.
- (D) Causing a reasonable pupil to experience substantial interference with his or her ability to participate in or benefit from the services, activities, or privileges provided by a school.

(2) (A) "Electronic act" means the transmission, by means of an electronic device, including, but not limited to, a telephone, wireless telephone, or other wireless communication device, computer, or pager, of a communication.

(i) A message, text, sound, or image.

(ii) A post on a social network Internet Web site including, but not limited to:

- (I) Posting to or creating a burn page. "Burn page" means an Internet Web site created for the purpose of having one or more of the effects listed in paragraph (1).
- (II) Creating a credible impersonation of another actual pupil for the purpose of having one or more of the effects listed in paragraph (1). "Credible impersonation" means to knowingly and without consent impersonate a pupil for the purpose of bullying the pupil and such that another pupil would reasonably believe, or has reasonably believed, that the pupil was or is the pupil who was impersonated.
- (III) Creating a false profile for the purpose of having one or more of the effects listed in paragraph (1). "False profile" means a profile of a fictitious pupil or a profile using the likeness or attributes of an actual pupil other than the pupil who created the false profile.

(B) Notwithstanding paragraph (1) and subparagraph (A), an electronic act shall not constitute pervasive conduct solely on the basis that it has been transmitted on the Internet or is currently posted on the Internet.

(3) "Reasonable pupil" means a pupil, including, but not limited to, an exceptional needs pupil, who exercises average care, skill, and judgment in conduct for a person of his or her age, or for a person of his or her age with his or her exceptional needs

s) Aided or abetted the infliction or attempted infliction of physical injury.

E.C. 48900.5 Pupil's presence causes a danger to persons or property or threatens to disrupt the instructional process.

E.C. 48900.7 Pupil has made terrorist threats against school officials or school property, or both.

The following three (3) violations apply to pupils in grades 4 through 12:

E.C. 48900.2 Committed sexual harassment as defined in section 212.5 of the California Education Code.

E.C. 48900.3 Caused, attempted to cause, threatened to cause, or participated in an act of hate violence.

E.C. 48900.4 Engaged in harassment, threats, or intimidation against school district personnel or pupils

MANDATORY RECOMMENDATION FOR EXPULSION

The principal, Superintendent or designee shall recommend that the Board expel any student found at school or at a school activity to be in violation of Education Code 48915(a)(1), unless the principal determines that alternative means of correction would address the conduct.

(a)(1)(A) Causing serious physical injury to another person, except in self-defense.

(a)(1)(B) Possession of a knife, or other dangerous object of no reasonable use to the pupil.

(a)(1)(C) Unlawful possession of any controlled substance, (except for the first offense of not more than one ounce of marijuana).

(a)(1)(D) Robbery or extortion.

(a)(1)(E) Assault or battery upon any school employee.

MANDATORY RECOMMENDATION AND MANDATORY EXPULSION

The principal, Superintendent or designee shall recommend that the Board expel any student found at school or at a school activity to be in violation of Education Code 48915(c). Upon finding that the student committed any of these acts, the Board shall expel the student.

1. Possessing, as verified by a district employee, or selling or otherwise furnishing a firearm, unless the student had obtained prior written permission to possess the item from a certificated school employee with the principal or designee's concurrence. (Education Code 48915 (c) (5))

2. Brandishing a knife as defined in Education Code 48915(g) at another person.

3. Unlawfully selling a controlled substance listed in Health and Safety Code 11053 – 11058.

4. Committing or attempting to commit a sexual assault.
5. Possession of an explosive.

NOTIFICATIONS TO LAW ENFORCEMENT AUTHORITIES

Prior to the suspension or expulsion of any student, the principal or designee shall notify appropriate city or county law enforcement authorities of any student acts of assault which may have violated Penal Code 245. (Education Code 48902)

The principal or designee also shall notify appropriate city or county law enforcement authorities of any student acts, which may involve the possession or sale of narcotics or of a controlled substance, or possession of weapons or firearms in violation of Penal Code 626.9 and 626.10. (Education Code 48902)

Within one school day after a student's suspension or expulsion, the principal or designee shall notify appropriate city or county law enforcement authorities, by telephone or other appropriate means, of any student acts which may violate Education Code 48900(c) or (d), relating to the possession, use, offering or sale of controlled substances, alcohol or intoxicants of any kind. (Education Code 48902)

PRINCIPAL'S DISCRETION IN RECOMMENDING EXPULSION

Discretion: Ability to make responsible decisions using individual choice or judgment. The school principal, in most all-disciplinary incidents, has "latitude of choice within certain legal bounds." When serious violation of school rules occurs, it is wise to consult with the district office before rendering a decision. Responsible decisions take into account the totality of circumstances, including the welfare of the child, the safety of others, appropriateness of consequences and predicted future behavior.

BULLYING

CALIFORNIA STATE LAW REGARDING BULLYING

Right to Safe Schools. All students and staff of public primary, elementary, junior high, senior high schools, and community colleges, colleges, and universities have the inalienable right to attend campuses which are safe, secure and peaceful.

AB 9 – Seth's Law

Requires schools to establish policies to prevent bullying and to address and be responsive to complaints about bullying.

- Requires school districts to include in its non-discrimination policy a detailed list where discrimination, harassment, intimidation, and bullying are prohibited under existing law—actual or perceived sexual orientation, gender, gender identity expression, race or ethnicity, nationality, religion, disability, or association with a person or group with one or more of these actual or perceived characteristics.
- Requires each school districts non-discrimination policy to describe the district's procedure for addressing discrimination and harassment complaints; and be publicized in places for student and parental access.
- School districts are to strengthen professional development curricula for teachers, school counselors, and administrators with instruction on identifying and stopping discrimination and harassment and creating a school-wide culture of inclusion and respect for differences.

AB 746 - Cyber bullying.

Existing law, the Interagency School Safety Demonstration Act of 1985, defines bullying as one or more acts of sexual harassment, hate violence, or intentional harassment, threats, or intimidation, directed against school district personnel or pupils, committed by a pupil or group of pupils. Under existing law, bullying, including bullying committed by means of an electronic act, as defined, is a ground on which suspension or expulsion may be based. This bill would specify that an electronic act for purposes of the act includes a post on a social network Internet Web site.

AB 1156 – Bullying In Schools

Redefines California anti-bullying law by expanding the definition of bullying and linking it to academic achievement. It will also strengthen policies and procedures to reduce bullying in schools and keep students safe.

- Requires training of school site personnel in the prevention of bullying
- Links bullying to academic achievement
- Gives victims of bullying priority for school transfer, if requested

- Encourages school districts and county offices of education to include policies and procedures on the prevention of bullying in the school safety plan

OXNARD SCHOOL DISTRICT BOARD POLICY 5131.2

Bullying

The Board of Trustees recognizes the harmful effects of bullying on student learning and school attendance and desires to provide safe school environments that protect students from physical and emotional harm. District employees shall establish student safety as a high priority and shall not tolerate bullying of any student.

No student or group of students shall, through physical, written, verbal, or other means, harass, sexually harass, threaten, intimidate, cyberbully, cause bodily injury to, or commit hate violence against any other student or school personnel.

Cyberbullying includes the transmission of harassing communications, direct threats, or other harmful texts, sounds, or images on the Internet, social media, or other technologies using a telephone, computer, or any wireless communication device. Cyberbullying also includes breaking into another person's electronic account and assuming that person's identity in order to damage that person's reputation.

Strategies for bullying prevention and intervention shall be developed with involvement of key stakeholders in accordance with law, Board policy, and administrative regulation governing the development of comprehensive safety plans and shall be incorporated into such plans.

Bullying Prevention

To the extent possible, district and school strategies shall focus on prevention of bullying by establishing clear rules for student conduct and strategies to establish a positive, collaborative school climate. Students shall be informed, through student handbooks and other appropriate means, of district and school rules related to bullying, mechanisms available for reporting incidents or threats, and the consequences for perpetrators of bullying.

The district may provide students with instruction, in the classroom or other educational settings, that promotes effective communication and conflict resolution skills, social skills, character/values education, respect for cultural and individual differences, self-esteem development, assertiveness skills, and appropriate online behavior.

School staff shall receive related professional development, including information about early warning signs of harassing/intimidating behaviors and effective prevention and intervention strategies.

Based on an assessment of bullying incidents at school, the Superintendent or designee may increase supervision and security in areas where bullying most often occurs, such as classrooms, playgrounds, hallways, restrooms, and cafeterias.

Intervention

Students are encouraged to notify school staff when they are being bullied or suspect that another student is being victimized. In addition, the Superintendent or designee shall develop means for students to report threats or incidents confidentially and anonymously.

School staff who witness bullying shall immediately intervene to stop the incident when it is safe to do so. (Education Code 234.1)

When appropriate, the Superintendent or designee shall notify the parents/guardians of victims and perpetrators. He/she also may involve school counselors, mental health counselors, and/or law enforcement.

Complaints Procedures

The Board hereby designates the following position to handle complaints regarding bullying and inquiries regarding the district's bullying policies:

Assistant Superintendent, Human Resources and Support Services
1051 South A Street
Oxnard, CA 93030
(805) 385-1501 ext. 2050

Any student who feels that he/she has been subjected to bullying should immediately contact the Coordinator, the principal, or any other staff member. Any student or school employee who observes an incident of bullying should report the incident to the Coordinator or principal, whether or not the victim files a complaint.

Upon receiving a complaint of bullying, the Coordinator shall immediately investigate the complaint in accordance with site-level complaint procedures specified in AR 1312.3- Uniform Complaint Procedures.

The Superintendent or designee shall ensure that the student handbook clearly describes the district's bullying policy, procedures for filing a complaint regarding bullying, and the resources that are available to students who feel that they have been the victim of bullying. The district's policy may also be posted on the district website or any other location that is easily accessible to students.

When a student is reported to be engaging in bullying off campus, the Assistant Superintendent or designee shall investigate and document the activity and shall identify specific facts or circumstances that explain the impact or potential impact on school activity, school attendance, or the targeted student's educational performance.

When the circumstances involve cyberbullying, individuals with information about the activity shall be encouraged to save and print any electronic or digital messages that they feel constitute cyberbullying and to notify a teacher, the principal, or other employee so that the matter may be investigated.

When a student uses a social networking site or service to bully or harass another student, the Assistant Superintendent or designee shall file a request with the networking site or service to suspend the privileges of the student and to have the material removed.

Discipline

Any student who engages in bullying on school premises, or off campus in a manner that causes or is likely to cause a substantial disruption of a school activity or school attendance, shall be subject to discipline, which may include suspension or expulsion, in accordance with district policies and regulations. Alternative means of correction will be considered where appropriate, as required by Education Code section 48900.5

(D) Procedures to Notify Teachers of Dangerous Pupils (EC 49079)

Administration notifies all teachers of Dangerous Pupils on an annual basis.

Oxnard School District will dutifully notify teachers of students who are identified as dangerous in accordance with California Education Code 49079.

- (a) A school district shall inform the teacher of each pupil who has engaged in, or is reasonably suspected to have engaged in, any of the acts described in any of the subdivisions, except subdivision (h), of Section 48900 or in Section 48900.2, 48900.3, 48900.4, or 48900.7 or Section 48915 that the pupil engaged in, or is reasonably suspected to have engaged in, those acts. The district shall provide the information to the teacher based upon any records that the district maintains in its ordinary course of business, or receives from a law enforcement agency, regarding a pupil described in this section.
- (b) A school district, or school district officer or employee, is not civilly or criminally liable for providing information under this section unless it is proven that the information was false and that the district or district officer or employee knew or should have known that the information was false, or the information was provided with a reckless disregard for its truth or falsity.
- (c) An officer or employee of a school district who knowingly fails to provide information about a pupil who has engaged in, or who is reasonably suspected to have engaged in, the acts referred to in subdivision a is guilty of a misdemeanor, which is punishable by confinement in the county jail for a period not to exceed six months, or by a fine not to exceed one thousand dollars (\$1,000), or both.
- (d) For the 1994-95 school year, the information provided shall be from the previous two school years. For the 1996-97 school year and each school year thereafter, the information provided shall be from the previous three school years.
- (e) Any information received by a teacher pursuant to this section shall be received in confidence for the limited purpose for which it was provided and shall not be further disseminated by the teacher.

(E) Sexual Harassment Policies (EC 212.6 [b])

Each employee has been trained by the Oxnard School District's Human Resource department of Sexual Harassment Policies.

Sexual harassment of any student by any employee, student or other person at school or at any school-related activity is prohibited. The principal and school staff will ensure that students receive age appropriate information related to sexual harassment. Students must be assured that they need not endure any form of sexual conduct or communication, including harassment because of sexual orientation. They must further be assured that they need not endure, for any reason, any harassment that impairs their educational environment or emotional well-being at school. They must be informed that they should immediately contact the principal or a trusted staff member if they feel they are being harassed.

School Suspension & Expulsion/Due Process: Any student who engages in the sexual harassment of anyone at school or a school-related activity shall be subject to disciplinary action up to and including expulsion for all the schools of the Oxnard School District.

Failure to Report: Any employee who engages in, permits or fails to report sexual harassment shall be subject to disciplinary action up to and including dismissal. In addition, criminal or civil charges may be brought against the alleged harasser; sexual harassment also may be considered a violation of laws relating to child abuse.

School Reporting Procedure: Staff must immediately report complaints of sexual harassment to the principal or to the Assistant Superintendent of Human Resources at (805) 486-3408. Staff shall similarly report any such incidents they may observe, even if the harassed student has not complained.

District Complaint Procedure: If a situation involving sexual harassment is not promptly investigated and remedied by the principal or designee, a complaint of harassment may be filed in accordance with the district's uniform complaint procedures or procedures for complaints concerning district employees. The Superintendent or Assistant Superintendent, Human Resources, shall determine which procedure is appropriate.

Prohibition Against Retaliatory Behavior: The Oxnard School District prohibits retaliatory behavior against any complainant or any participant in the complaint process. Information related to a complaint of sexual harassment shall be confidential to the extent possible, and individuals involved in the investigation of such a complaint shall not discuss related information outside the investigation process.

(F) School-wide Dress Code Relating to Gang-Related Apparel (EC 35183)

All students will held to the Rose Avenue Elementary School's Dress Code Policy. The purpose of the dress code policy is to ensure a safe and secure environment in which students can benefit from a quality education.

Students who violate the dress code policy will be requested to fix inappropriate clothing by changing into appropriate clothing. Students will be able to call parents/guardians to resolve the issue, such as providing a change of clothes, in order to adhere to the school's dress code policy.

California Education Code Title V, Section 302: A pupil, who goes to school without proper attention having been given to personal cleanliness or neatness of dress, may be sent home to be properly prepared for school, or shall be required to prepare himself/herself for the classroom before entering.

Gang-related apparel is defined as apparel that reasonably could be determined to threaten the health and safety of the school environment if it were worn or displayed on a school campus.

School dress codes are regularly reviewed by the School Site Council and/or School Safety Committee following these board of education policies.

The following will be strictly adhered to:

Rose Avenue students should dress in clothing, footwear, and accessories that promotes and maintains an academically-oriented school atmosphere. Dress or appearance should not disrupt the education of self or others. Students who violate dress code will be required to change into appropriate clothing and repetitive dress code violations will result in disciplinary action.

Rose Avenue Elementary School does not allow the following:

1. Backless footwear, flip flops, slippers, or open-toed sandals

2. Clothing, jewelry and personal items (backpacks, fanny packs, gym bags, water bottles, etc.) deemed provocative, vulgar, disruptive or hazardous to the health or safety of the wearer
3. Hats or head coverings shall not be worn indoors unless it is approved (with the exception of those pertaining to religious observances)
4. Exposed undergarments
5. Gang related apparel
6. Halter tops, off-the-shoulder or low-cut tops, spaghetti straps, bare midriffs
7. Skirts or shorts above the mid-thigh
8. Clothing or personal items that contain: Violence, Profanity, Weapons, Drug/Alcohol/Tobacco advertisements, Prejudices (Racial, Ethnic or Religious)

(G) Procedure for Safe Ingress and Egress of Pupils, Parents, and Staff to and from School (EC 35294.2)

School Hours:

- The student day is from:

Monday, Tuesday, Thursday, Friday: 8:00 am - 2:15 pm (Transitional Kindergarten-Kindergarten)

Monday, Tuesday, Thursday, Friday: 8:00 am- 2:20 pm (Grades 1-5)

Wednesday: 8:00 am - 12:15 pm (Transitional Kindergarten-Kindergarten)

Wednesday: 8:00 am- 1:15 pm (Grades 1-5)

- School Office Hours are 7:30 am- 4:00 pm daily

Arrival and Dismissal Procedures:

- All students enter and exit through Driskill Street.
- Designated Gates: Transitional TK -1st Grade students enter/exit through Kindergarten gate, 2nd and 3rd grade students enter/exit through the Cafeteria gate, and 4th-5th students enter/exit through the main gate.
- Parents dropping students off at school are made aware that campus supervision IS NOT available before 7:30 am.
- The School Principal records a video at the beginning of the year to review procedures for students' arrival and dismissal
- The School Principal maintains ongoing communication regarding safe ingress and egress via Parent Square Messaging, Parent Meetings (ELAC, SSC, Coffee with the Principal, Title 1, PTA), School Website, and

Social Media Accounts (Facebook, Instagram, and Twitter)

- Under no circumstances are students to leave campus to pick up friends, go to locations other than the school campus, or loiter outside campus gates
- Students who have not been picked up 15 minutes after their dismissal time will be asked to wait inside the front office until an authorized person comes to pick them up
- Students riding their bicycles, skateboards, or scooters to school must secure them in the designated area (bicycle racks).

Before School Drop Off/After School Pick Up:

- Students who walk to school may be escorted to their designated gates by parents.
- Parents/Families who pick students up in a vehicle must pass through the designated drop/pick up drive-thru (front of school) or park in the neighborhood. To ensure safety, the drive-thru is monitored by school staff.
- Parents/Families may NOT park in the bus loading and unloading zone.
- Rose Avenue staff assists students at arrival and departure at all gates.
- School Families are to utilize designated cross walks.
- Teachers walk students to the exit gates and supervise classes for an orderly dismissal.

Student Safety: Parent Pick-Up from Office/Leaving Early

- Rose Avenue is a closed campus and parents are not allowed on campus unless they are authorized to do so by School Staff (Example: Meetings and Volunteering). If parents are authorized to be on campus, they must sign in at the front office with proper identification and must wear a Visitor or Volunteer Badge at all times.
- All school and district employees will wear a school/district provided identification badge when on campus.
- All adults picking up students before the regular dismissal time are required to be on the students' emergency card, be 18 years of age or older, and provide a valid form of identification.
- All school volunteers must be cleared through the district office before they can volunteer at school in any capacity.
- Staff and administration are continuously supervising and monitoring the school campus throughout the day to ensure school safety

- The site provides adequate student supervision before and after school and during lunch/recess by campus supervisors and other support staff.

Traffic/Safety Enforcement:

- The Oxnard Police Department periodically visits the school during students' arrival and dismissal times to observe traffic patterns and to provide input on safety protocols.
- The School Principal communicates with the school community via meetings and Parent Square messaging for reminders on both safety and traffic regulations.

Tardy/Late Policy:

- If the student arrives after the tardy bell, the student must check into the front office prior to going into the classroom.
- The student will receive an excused/unexcused tardy slip, then will be directed to go to the classroom.
- An excused tardy will be assigned with a valid excuse such as for a doctor or dentist appointment
- A truant tardy will be marked when the student arrives 30 minutes or more after the school's start time, without a valid excuse.

Excused Absences:

- When a student is absent, the Parent or Guardian needs to notify the school through a written note or phone call to the office within 72 hours of the absence.
- Excused Absences include: illness, medical/dental appointments, court appearances (for students), religious observations, or death of an immediate family member.
- All other absences are considered unexcused.

Truancies:

- The following are considered truancies:

1. Being absent from school without the knowledge and consent of parent/guardian/school.
2. Leaving the school grounds during the day without permission.
3. Staying out of class without permission.

(H) A Safe and Orderly School Environment Conducive to Learning (EC 35294.2)

Component:

Positive School Climate

Element:

School-Wide Positive Behavior Support

Opportunity for Improvement:

Maintain a positive, safe, and bully-free campus

Objectives	Action Steps	Resources	Lead Person	Evaluation
<p>The school will utilize and support a Positive Behavior Interventions and Support (PBIS).</p>	<ul style="list-style-type: none"> • Pumas' Guidelines for Success • School-Wide Assemblies (each trimester and as needed) • Professional Development opportunities for all staff members on PBIS/CHAMPS/STOIC/Restorative Justice • Monthly PBIS Meetings • Continued implementations of CHAMPS • Monday Messages from Student Council • Puma/CHAMPS Store • CHAMPS posters throughout the campus (Hallways, Playground, Cafeteria, Classrooms, Library, Restrooms) • PAWSitive Puma Post Cards to Parents/Guardians • Monthly School Spirit Weeks 	<p>PBIS Committee, CHAMPS incentives, Site/PTA Funding Support</p>	<p>Principal and PBIS Committee</p>	<ul style="list-style-type: none"> • Continuous review and decrease of Office Discipline Referrals • Information/Observations from Teachers, Campus Supervisors, Administration and Support Staff • Classroom walkthroughs by School Principal • Panorama Survey Results

Objectives	Action Steps	Resources	Lead Person	Evaluation
The site will create a positive behavior plan to encourage daily attendance.	<ul style="list-style-type: none"> • Monthly parent communication • Attendance Mediation meetings • Home Visits as needed 	Support Staff Meetings (Principal, Attendance Technician, ORC)	Principal, Attendance Technician and ORC	<ul style="list-style-type: none"> • Monthly Chronic Absence Data via Q
Parents will have the opportunity to provide input/feedback during parent meetings and with a "suggestions box" located in the front office.	<ul style="list-style-type: none"> • Frequent parent meetings (SSC, ELAC, PTA, Title 1, and Coffee with the Principal) 	Parent and Family Workshops (PBIS/CHAMPS/STOIC)	Principal, School Safety Committee, PBIS Committee, ORC, Counselor	<ul style="list-style-type: none"> • Panorama Parent Survey • Information from Parent Meetings

Objectives	Action Steps	Resources	Lead Person	Evaluation
The site will provide social and emotional support for students.	<ul style="list-style-type: none"> • Social Skills Groups (Counselor) • One on One Counseling (Counselor) • Check-Ins (Counselor, Principal, ORC) • Outside Counseling Referrals (when needed) • Crisis Intervention • Parenting Classes • Social Emotional Classroom Lessons (Counselor/T eachers) • Community Circles (Classroom) • Wellness Centers/Activities • Puma/CHAMPS Room • Wellness Wednesdays 	Professional Development Opportunities for all Staff (VCOE); Site Funds; Pupil Services	Counselor	•Decrease of office referrals and office suspensions with behavior data via Q
The site will support staff progressive discipline strategies.	•Review the Oxnard School District's guide to Progressive Discipline via Staff/PBIS/Safety Committee Meetings	Professional Development Opportunities for all Staff (VCOE); Site Funds; Pupil Services	Principal, Counselor, and PBIS Committee	•Decrease of office referrals and office suspensions with behavior data via Q
The site will promote a drug-free school zone.	<ul style="list-style-type: none"> • Red Ribbon Week • Age-appropriate assemblies/educational opportunities • Community Circles 	Site Funds; Pupil Services	Principal, School Safety Committee, PBIS Committee, ORC, Counselor	•Panorama Survey Results

Objectives	Action Steps	Resources	Lead Person	Evaluation
The site will implement the Multi-Tiered System of Support (MTSS) to support students' social and emotional needs.	<ul style="list-style-type: none"> • SST Meetings • Staff training on the MTSS process • Weekly Support Staff Meetings (Principal, ORC, and Counselor) • Parent Trainings/Workshops 	Site Funds; Pupil Services	Principal, Counselor and ORC	<ul style="list-style-type: none"> • Panorama Survey Results • Decrease of office referrals and office suspensions with behavior data via Q
The site will provide adequate campus supervision throughout the school days.	<ul style="list-style-type: none"> • Campus Supervisor Training: CHAMPS, Student/Campus Safety • Principal and Campus Supervisor Meetings (monthly) 	Site Funds; Pupil Services	Principal and Campus Supervisors	<ul style="list-style-type: none"> • Panorama Survey Results • Decrease of office rereferrals and office suspensions with behavior data via Q
The site will purchase/replenish recess equipment to maintain a safe and positive environment for students.	<ul style="list-style-type: none"> • Inventory of equipment • Develop a budget to support the replenishment of recess equipment 	Site Funds	Principal and PBIS Committee	<ul style="list-style-type: none"> • Panorama Survey Results • Decrease of office referrals and office suspensions with behavior data via Q

Component:

School's Safe Physical Environment

Element:

Safe School Environment

Opportunity for Improvement:

Ensure that the school is in safe physical working order.

Objectives	Action Steps	Resources	Lead Person	Evaluation
The site will ensure a closed campus to ensure student safety.	<ul style="list-style-type: none"> • Ensure that locks and doors are in working order • Principal will have biweekly meetings with the Lead Custodian • Ensure that all gates are closed and locked at all times 	District/Facilities	Principal, Lead Custodian, Office Manager	<ul style="list-style-type: none"> • Submit work orders as needed
The site will ensure that campus facilities are safe and in working order.	<ul style="list-style-type: none"> • Principal and Lead Custodian will conduct regular inspections/walk-throughs for facility conditions 	District/Facilities	Principal, Lead Custodian, Office Manager	<ul style="list-style-type: none"> • Review monthly walk-through reports • Submit and monitor work orders
The site will ensure that all entrances and exits are clearly labeled by grade levels to reduce student traffic during arrival and dismissal times.	<ul style="list-style-type: none"> • Replenish signs as needed 	Site Funds	Principal and PBIS/Safety Committee	<ul style="list-style-type: none"> • Review/revise campus safety protocols during PBIS and Safety Meetings
The site will post signage of CHAMPS expectations and procedures in all common areas (library, cafeteria, playground, restrooms, front office).	<ul style="list-style-type: none"> • Replenish signs as needed • CHAMPS Assemblies to review expectations and procedures 	Site Funds	Principal and PBIS/Safety Committee	<ul style="list-style-type: none"> • Review/revise CHAMPS procedures during PBIS and Safety Meetings

Objectives	Action Steps	Resources	Lead Person	Evaluation
The site will be clean and free of safety hazards.	<ul style="list-style-type: none"> • Principal and Lead Custodian will conduct regular inspections/ walk-throughs for facility conditions • Principal will have monthly meetings with the Lead Custodian 	District/Facilities	Principal, Lead Custodian, Office Manager	•Submit work orders as needed
The site will assure that all facility repairs are completed in a timely manner.	<ul style="list-style-type: none"> • Minor repairs are made immediately by the lead custodian or night custodians (if possible) • Office and Custodial Staff will submit work orders as needed • Principal and Lead Custodian will conduct regular inspections/ walk-throughs for facility conditions • Principal will have biweekly meetings with the Lead Custodian 	District/Facilities	Principal, Lead Custodian, Office Manager	•Submit work orders as needed

Component:

Disaster Preparedness

Element:

School Safety

Opportunity for Improvement:

Ensure all staff and students are prepared for an emergency

Objectives	Action Steps	Resources	Lead Person	Evaluation
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<p>The school staff and students will know what to do in case of an emergency situation.</p>	<ul style="list-style-type: none"> • Conduct monthly emergency/ disaster drills (lockdowns, fire, earthquake, evacuation) • Train all staff on school-wide policies and procedures (annual basis and as needed throughout the year) • All staff is given the opportunity to provide input on the CSSP • Safety Committee will meet regularly (each trimester and as needed throughout the year) to review/update safety procedures • All staff will receive training by Risk Management and the School Principal on emergency procedures and staff responsibilities (such as search and rescue) • Students will participate in 	<p>Emergency equipment/supplies, Risk Management, Oxnard Police Department, Oxnard Fire Department</p>	<p>Principal and School Staff (Classified and Certificated)</p>	<ul style="list-style-type: none"> • Staff debriefs after each monthly emergency/ disaster drill for feedback • Log of monthly emergency/ disaster drills • Agendas and Sign-in sheets from staff trainings
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	<p>Safety Assemblies</p> <ul style="list-style-type: none"> The Oxnard Police Department and Oxnard Fire Department will attend scheduled drills, upon availability, to ensure that procedures are followed properly and provide feedback to school administration 			
<p>The site will ensure that the school has all emergency equipment.</p>	<ul style="list-style-type: none"> Annual inventory and replenishment as needed for all emergency equipment/supplies All staff will have portable two-way communication radios (walkie-talkies) 	<p>Emergency equipment/supplies, Site Funds, Risk Management</p>	<p>Principal and Office Manager</p>	<ul style="list-style-type: none"> Each classroom/office will have an emergency backpack that contains a safety log, student rosters, and first aid Each classroom/office will have a portable toilet (bucket)

<p>The site will write/update the Comprehensive School Safety Plan (CSSP) on an annual basis.</p>	<ul style="list-style-type: none"> • All staff will provide input/feedback on the CSSP. • Parents and School Families will be able to provide input/feedback on the CSSP during ELAC/SSC/PT A/Coffee with the Principal meetings 	<p>Staff and Parent Meetings</p>	<p>Principal and all School Stakeholders</p>	<ul style="list-style-type: none"> • Submit CSSP for Board Approval • Review/Submit CSSP for SSC feedback/approval
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(I) School Discipline Rules and Consequences (EC 35291 and EC 35291.5)

Rose Avenue Elementary School Student Conduct Code



Rose Avenue School

The School Of Science and Wellness



PURPOSE

The School Rules and Procedures were developed and adopted in accordance with California Education Code 35291.5. This document represents the collaborative efforts of teachers, parents and other school staff and administration. These rules and procedures are intended as guidelines for enhancing the instructional climate and personal safety.

The school uses a proactive and positive approach to management of student behavior (CHAMPS) with clear expectations and structures in place in classrooms and common areas.

GOALS: We want our students to develop a sense of values and follow the Pumas' Guidelines for Success

Pumas' Guidelines for Success:

- Be Kind: and respectful to everyone.
- Be Responsible: Take care of yourself and protect school property.
- Be Safe: Follow all procedures, expectations, and rules.
- Be your best: Keep Rose Avenue bully-free.

We want our students to develop a sense of values and to become:

Caring	Honest
Responsible	Well mannered and courteous
Respectful	Knowledgeable of right and wrong
Fair	Positive in outlook
Compassionate	Self-disciplined

BELIEFS

We believe our rules and procedures will:

- Provide a starting point for behavior and conduct expected.
- Provide a framework of expectations, rewards and consequences, so we can be both consistent and fair in disciplining students.
- Promote overall school safety and security for each student.
- Demonstrate our agreement and commitment to developing self-disciplined and responsible youth.
- Provide opportunities for students and parents to participate with school faculty, staff and administration in ensuring the highest possible instructional climate.
- Promote knowledge and teach behavior expectations, which will help each student become self-respecting, successful and respectful citizens.

PHILOSOPHY

A student's education is dependent upon a team effort involving the student, parents and school personnel. Each member of the team has specific responsibilities, which must be met if the educational experience is to have the greatest positive results. Students, parents and teachers are encouraged to maintain an ongoing dialogue about the standards for personal conduct concerning life at school. We want to be an extraordinary place of safety and positive opportunity for everyone.

Expectations of Students

- Attend school daily and be on time for each class.
- Know and follow school rules and expectations.
- Be courteous and respectful to school personnel, fellow students and the public in general.
- Behave in such a way that it does not disrupt the learning of others.
- Respect public and private property.

Expectations for Parents

- Assure that your child is in school and on time each day.
- Ensure that your child is appropriately prepared for school (dress, nutrition, and sleep).
- Be responsible for your child's behavior.
- Teach the pupil respect for the law and the rights of others.
- Visit your school periodically and participate in conferences as scheduled.
- Know the district, school and classroom rules and be supportive of your child's school.
- Help your child to learn self-discipline and control.

Expectations for Teachers

- Provide learning experiences appropriate for each student.
- Consistently enforce classroom rules, district rules, and policies.
- Communicate on a regular basis with parents concerning their child's progress.
- Be available to parents for conferences and communication.
- Continually improve professional competencies in matters of student control and discipline.
- Develop enthusiasm for learning through experiences that are interesting and relevant to students.

Expectations for Administrator

- Inform students and parents about school district discipline standards.
- Consistently enforce classroom, school and district rules and policies.
- Counsel with students and parents regarding disciplinary matters.
- Provide professional growth experiences, which will assist staff in increasing competencies for student control and discipline.

- Provide leadership that will establish, encourage and promote both effective teaching and learning.

Basic School Rules:

- Attend school regularly and promptly.
- Be prepared for class.
- Treat others with respect, care, and consideration.
- Conserve and protect the school and private property.
- Engage in activities without "body contact".
- Follow all school and playground rules/expectations/procedures.
- Use appropriate language.
- Follow dress code.
- Follow other rules which may be adopted in individual classes.

Note: Students may be disciplined for acts related to school activities or attendance which occur at any time including:

- While on school grounds.
- While going to or coming from school.
- During the lunch hour, whether on or off campus.
- During, going to, or coming to a school sponsored activity.

Other causes of disciplinary action:

- Deliberate littering of school premises.
- Chewing gum while at school.
- Inappropriate use of cellular phones or electronic devices.
- Not adhering to the school dress code.
- Making bomb threats or false fire alarms.
- Setting fires or using explosive devices which threaten or cause damage to human life or property on school grounds or at school sponsored events.
- Habitual tardiness/truancy
- Forging parents' signatures or school documents (CAC 306).

Consequences:

- Administration will follow the Progressive Discipline Steps.
- Rose Avenue School has adopted PBIS (CHAMPS, STOIC, Restorative Justice) as a school-wide approach to student behavior modifications.
- Administration, Counselor, and ORC will meet with students each trimester and as needed to review school rules and expectations.
- The School Counselor will support teachers with CHAMPS and Restorative Justice practices in the classroom.
- The School Counselor will provide Social Skills Groups and/or individual counseling to support various student needs. (Growth Mindset, Emotion Regulation, Bullying, etc.)
- Depending on the violation of Ed Code and the number of infractions, students may lose school privileges and serious infractions may result in suspensions/expulsions from school.

Positive Reinforcements

- Puma/CHAMPS Bucks to acknowledge exemplary behavior and reinforce the guidelines for success: Be Safe, Be Responsible, Be Respectful – Be Your Best
- Praise from staff members
- Puma/CHAMPS Room visits
- Awards Assemblies/Certificates for positive and safe behavior: Puma Awards
- Incentives are used to promote exemplary student conduct

GENERAL

Education Code 44807: Every teacher in the public schools shall hold Pupils to a strict account for their conduct on the way to and from school, on the playgrounds, or during recess. A teacher, vice principal, principal, or any other certificated employee of a school district, shall not be subject to criminal prosecution or criminal penalties for the exercise, during the performance of his duties, of the same degree of physical control over a pupil that a parent would be legally privileged to exercise but which in no event shall exceed the amount of physical control reasonably necessary to maintain order, protect property, or protect the health and safety of pupils, or to maintain proper and appropriate conditions conducive to learning.

CONDUCT CODE PROCEDURES

The school rules and procedures were developed and adopted in accordance with California education code 35291.5. This document represents the collaborative efforts of teachers, parents and other school staff and administration. These rules and procedures are intended as guidelines for enhancing the instructional climate and personal safety. The school uses a proactive and positive approach to management of student behavior (CHAMPS) with clear expectations and structures in place in classrooms and common areas.

(J) Hate Crime Reporting Procedures and Policies

Hate crimes are immediately reported to administration and investigated in accordance to AR 5145 if a student feel that a behavior is motivated by a hate crime. If a hate-motivated behavior has taken place, appropriate discipline shall be followed.

In order to create a safe learning environment for all students, the Board of Trustees desires to protect the right of every student to be free from hate-motivated behavior and will promote harmonious relationships among students to enable them to gain a true understanding of the civil rights and social responsibilities of people in society. The district prohibits discriminatory behavior or statements that degrade an individual based on his/her actual or perceived race, ethnicity, culture, heritage, gender, sex, sexual orientation, physical/mental attributes, or religious beliefs or practices.

Any student who believes he/she is a victim of hate-motivated behavior shall immediately contact the teacher and Principal. Upon receiving such a complaint, the Principal shall immediately investigate the complaint in accordance with school-level complaint process/grievance procedures as described in AR 5145.7 - Sexual Harassment. A student who has been found to have demonstrated hate-motivated behavior shall be subject to discipline in accordance with law, Board policy, and administrative regulation. Students are expected to respect all others while on school grounds or while participating in school activities. Any student engaging in hate-motivated behavior will be subject to the school discipline policies in accordance with the district policies and guidelines.

Safety Plan Review, Evaluation and Amendment Procedures

Rose Avenue Elementary School will organize a School Safety Committee every school year to review and update the Comprehensive School Safety Plan on a continual basis to ensure the safety of the school community. The School Safety Committee meets each trimester and is also to meet as needed throughout the year. All recommendations and changes are brought to the attention of the entire staff and stakeholders at meetings held throughout the school year. The plan is discussed and reviewed with school staff, approved by the School Site Council, and updated after review by the Director of Pupil Services before being brought to the Governing Board for approval on February _____

Meeting Dates:

Leadership Meeting: 11/8/2023

Staff Meeting: 11/28/2023

Safety Committee Meeting: 11/13/2023

School Site Council for Approval: 11/9/2023

ELAC Meeting: 11/17/2023