



Southwest
Secondary

INDIVIDUAL CAMPUS SUPPLEMENT

2024-2025

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MESSAGE FROM THE PRINCIPAL

Dear Southwest Families,

Welcome to the 2024 – 2025 school year.

As we prepare to embark on a new school year, I am filled with excitement and anticipation for the opportunities that lie ahead for our students and our school community.

At YES Prep Southwest Secondary, we are committed to providing a nurturing and inspiring learning environment where every child can thrive academically, socially, and emotionally. Our dedicated faculty and staff are passionate about education and are here to support and guide your child on their educational journey.

This upcoming school year promises to be one filled with growth, discovery, and achievement. We have planned an array of enriching academic programs, extracurricular activities, and special events designed to engage students and foster their interests and talents—including a new series of field trips to inspire students' college going journey.

As partners in your child's education, we value open communication and collaboration. Please do not hesitate to reach out to us with any questions, concerns, or ideas you may have throughout the year. Together, we can ensure that every child reaches their fullest potential.

I encourage you to stay connected with our school community by attending our events, joining our parent-teacher association, and following us on social media. Your involvement and support make a significant difference in the success of our students and our school.

I look forward to meeting each of you and working together to make this school year one of growth, learning, and memorable experiences for our students. Thank you for entrusting us with your child's education.

Here's to a fantastic school year ahead!

Warm regards,

Erin Sadler

Principal

YES Prep Southwest Secondary

CAMPUS ACADEMIC SUPPORT

General Academic Support

At YES Prep Southwest, we believe students deserve rigorous, engaging learning opportunities. We also believe that, when necessary, students should receive additional support to meet academic metrics.

- Tutorials will begin in September. All teachers are required to host tutorials either before or after school or during lunch. For more information on a specific teacher's tutorial schedule, please reach out to that teacher via email.

CAMPUS CULTURE

Campus Core Values

At YES Prep Southwest, we believe a strong campus culture and community are essential to student achievement. We create systems, structures, and routines to create school-wide consistency, creativity, and achievement for students and staff. It is critical that we create a high-quality culture, built upon a strong anti-bias and anti-racist stance, that is affirming of all students and allows them to develop the academic and social-emotional skills needed to graduate and live choice-filled lives.

We use our school's core values of excellence, community, equity, and growth along with practices such as a discipline system with an increasing focus on restorative practices, skill-building, praise, and feedback to create school pride and safety, increase focus on learning, and foster relationships based on respect and kindness. This will ultimately lead to student achievement and success at YES Prep Southwest and beyond.

Positive Incentives

At YES Prep Southwest, we believe in the value of creating strong culture through praise and positive reinforcement of behavior that promotes our school vision. In order to promote and recognize positive behavior that promotes our desired school culture, students can earn props by exhibiting positive behaviors that are aligned to our core values. Props can be used to purchase a variety of items from the school store. You can track your students' props by creating an account through [HERO](#).

Before and After School Expectations and Procedures

Before School Expectations & Procedures

Upon arriving to campus, all students must report to the gym or cafeteria, where they will be supervised by staff members on duty. Students who are not on the green, in the gym or cafeteria before 8:15 am should have a pass and be supervised by a staff member or they will earn a demerit. At 8:25 AM, students are dismissed to their lockers, which they can access before 1st period begins at 8:30 AM. For your student's safety, please do not drop off students before 8:00 AM. **Students will not be monitored by members of staff until breakfast begins at 8:00.**

After School Expectations & Procedures

- Students report to their assigned bus within 5 minutes of dismissal.
- Students scan IDs upon boarding the bus.
- Students sit two to a seat once on the bus.

Car Riders

- Students report to the designated car rider area within 5 minutes of dismissal. Students will not be allowed to wait at the front of the building for their ride.
- Students are paying attention to the arrival of their vehicle (i.e. not on phones, playing, etc.)
- Students enter the car on the side closest to the curb.

Student drivers

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- Who park near the exit may exit the gate between 4:00 and 4:06 PM (before buses dismiss).
- Who park in the main lot must wait while buses dismiss (after 4:06 PM)
- Must adhere to signage and follow directions from staff members on duty.

Students are not allowed to stay after school unless they have teacher approval or are staying for a school-sponsored activity. All students must be off campus no later than 30 min after the end of the academic day or after being dismissed from their after-school activity.

For the safety of your child, students need to be picked up on time. You must pick up your child within 30 minutes of dismissal from school, or any other school-sponsored event (athletics, field trips, etc.). Failure to pick up your child within 30 minutes will result in a staff member walking your child to a Late Pick-up Room in the front office where they will work on homework. Guardians are expected to park upfront of the school and either contact their student's cell phone or walk to the library to pick up student(s). The following interventions will also be in place:

- 3 late pick-ups: warning and guardian phone call
- 6 late pick-ups: guardian phone call and potential loss of privileges or detention
- 9 late pick-ups: guardian conference and potential loss of privileges or detention

After School Programming

Co-Curricular Activities:	YES Prep Southwest Secondary offers a variety of co-curricular activities to students including athletic programming, clubs, affinity groups, performance teams, and student organizations as part of the YES Prep Student Experience. YES Prep believes offering opportunities in addition to rigorous classroom instruction allows students to engage in their campus community and develop skills that will prepare them for college and future leadership. Students who participate in co-curricular activities are held to a high standard of conduct and must comply with all YES Prep rules and policies. Co-curricular activity staff may apply additional, reasonable, and necessary rules unique to the activity for which they oversee, which have been approved by the campus administration in advance and shared with the participating students.
Eligibility to participate in Co-Curricular activities:	<p>Students must be prepared to follow all rules and regulations as determined by the performance staff, advisors, activity leads, and/or administrators.</p> <p>Students must be in attendance for at least 50% of the academic day to participate in a performance or co-curricular activity that same day.</p> <p>Students with excessive discipline infractions may lose the opportunity to participate in co-curricular activities.</p> <p>Students with excessive absences from school may lose the opportunity to participate in co-curricular activities.</p>

<p>School Sponsored Activities:</p>	<p>YES Prep holds campus-sponsored activities (for example Field Day, Prom, Commencement, etc.) for the enjoyment of YES Prep students and their guests. When attending a campus-sponsored activity, students are representing YES Prep and are still in the care of YES Prep Staff. As such, to ensure all campus-sponsored activities are safe and orderly and all YES Prep students are positively represented, students are held to the following expectations:</p> <ul style="list-style-type: none"> • Follow all campus rules and policies at the campus-sponsored event (on or off-campus) • Secure approval for any non-YES Prep guests (see Non-YES Prep Students as Guest section) • Students leave prior to the end of the activity for any reason may not re-enter the activity • YES Prep students and their guests may be asked to leave an activity if they conduct themselves in an inappropriate manner or violate any rules set forth in this handbook. No money will be refunded. • The dress code for each event will be determined by the campus administration. Students and guests who do not meet the dress code expectations will not be allowed to attend the event. • Students who are absent from 50% or more of the school day are not allowed to attend or participate in any campus-sponsored events (athletic competitions, campus dances, theater performances, etc.) held on the day they were absent. • Students expelled from YES Prep are not permitted to attend YES Prep sponsored activities (see section on Expulsion)
<p>Field Trips:</p>	<p>YES Prep offers a variety of field trips throughout the year as rewards or additional learning opportunities. Field trips, including overnight trips if offered by the campus, are a privilege for students, and campus administrators have discretion to determine eligibility criteria for all field trips. Criteria may include good academic performance and effort, number of consequences assigned, number of suspensions, total number of absences, and past field trip behavior.</p> <p>Students who are eligible to participate in field trips and fail to participate without properly notifying the campus will be responsible for paying any unrecoverable expenses incurred by the campus. Students who are ineligible to attend a field trip or who choose not to participate are still required to attend school that day and complete all work left by their teachers.</p>

Disciplinary Procedures

At YES Prep Southwest, there are 10 behaviors that we expect students to exhibit.

1. Demonstrate kind behavior
2. Demonstrate kind language
3. Be engaged in learning
4. Be on time for school

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5. Be on time for class
6. Be prepared for class
7. Follow the dress code
8. Have a student ID visible
9. Use technology appropriately
10. Respect the physical rights of others

These behaviors contribute to building school pride and ensuring a safe learning environment, maintaining a strong focus on learning, and treating all members of our community with kindness and respect (Community Norms). When a student does not exhibit these behaviors, they are negatively impacting their own learning environment and that of their peers. Behaviors that violate the Community Norms will result in a student receiving a demerit. Repeated violations may result in lunch detention, after school detention, guardian meetings or other additional consequences.

All violations of campus Community Norms will be tracked on Hero. When appropriate, additional restorative practices may be employed to help the student understand the impact of their behavior. YES Prep Southwest staff will adhere to the following discipline sequence for all students:

On the third violation, a teacher will contact the student's family and issue a lunch detention.

- On the sixth violation, the Grade Level Chair will contact the student's family and issue an after-school detention.
- On the ninth violation, an escalated consequence will be assigned, and the Dean of Students will contact the student's family to work together to determine how to best support the student.
- Demerits will reset for all students every 3 weeks.

Detention serves as an opportunity for students to reflect on behaviors that have led to demerits or actions that have resulted in escalated consequences. YES Prep Southwest will hold detention throughout the week during lunch and after-school. When a student receives detention, a staff member will notify the family to ensure the detention is served. Students who receive excessive numbers of detentions or repeatedly do not attend assigned detentions may be subject to the following consequences:

- Parent conference
- Loss of extracurricular activities and ability to attend school-sponsored events.
- Escalated consequences including, but not limited to, in-school suspension, extended detention, or other actions as determined by the Dean of Students.

Cell Phones & Personal Devices

Students do not need to bring a cell phone to school to be successful in their learning. All our students can use the front office phone if needed. We recognize families use cell phones to ensure their students are safe, and we ask for your support in appropriate use of cell phones during the school day.

During instructional time, including passing periods, all student cell phones must be silent and put away to maximize student learning and focus.

- Middle School students should have their phones put away in a backpack or locker throughout the entirety of the school day.
- High School students may have the privilege of using their phones during breakfast and lunch only.
- 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 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. Lockers are provided for every student and YES Prep Southwest urges each student to bring a combination lock to secure personal belongings both in their lockers in the hallway and in the locker room.

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 should only be consumed within the cafeteria unless given explicit permission by staff. Drinks should only be consumed if they are in a spill-proof container and away from technology. "Spill proof container" refers to a container that can be sealed and would not spill if knocked over. All students have access to a free breakfast (before 8:30 AM) and lunch (at the designated time) provided by Preferred Meals. Chewing gum is prohibited in all areas of campus.

Dress Code Expectations

Dress Item	Expectation
YES Prep Shirts	<p>Students are required to wear a YES Prep Polo or YES Prep Spirit Shirt 5 days of the week to strengthen school pride, unify the community, and to promote a college-going culture.</p> <p>All YES Prep students should own at least 1 campus polo.</p> <p><i>Students are not required to tuck in shirts.</i></p>
YES Prep Outerwear	<p>Students are required to wear YES Prep-branded outerwear to continue to strengthen school pride, unify the community, and promote a college-going culture.</p> <p>Outerwear must be purchased from YES Prep or the campus Athletic Department.</p> <p>Students may choose from the following:</p> <ul style="list-style-type: none"> • YES Prep sweatshirt (purchased through YES Prep) • Campus athletics department outerwear (purchased through campus Athletics Department) • Campus-issued grade level or spirit sweatshirts etc. (purchased through campus as applicable)
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) • Athletic bottoms (any color) • Students may not wear pajama pants or bottoms with holes, rips, or tears. • <i>Shorts and skirts should be no shorter than mid-thigh (fingertip length)</i>

Shoes	<p>Tennis shoes are recommended so students can safely participate in activities at recess and in PE.</p> <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 • No shoes with heels over .5 inches • Crocs are allowed in sport mode only (straps behind the ankle)
Accessories & Styling	<p>Students may have visible piercings and tattoos if messaging and images are school-appropriate.</p> <p>Accessory items that are spiked (bracelets, belts, collars) are not permitted due to safety reasons.</p> <p>Students may wear a variety of hairstyles and colors. Head shaving designs are permitted as long as images are school-appropriate.</p> <p>Hats and sunglasses are not permitted for safety purposes.</p> <p>Religious head coverings are permitted.</p>
Free Dress Tops	<p>Clothing should meet the following criteria:</p> <ul style="list-style-type: none"> • T-shirts are acceptable; however, all clothing and accessories must be school appropriate: YES Prep prohibits pictures, emblems, or writings on T-shirts that are lewd, offensive, vulgar, or obscene or that advertise or depict tobacco products, alcoholic beverages, drugs, or any other substance, show gang affiliation, or depict violence in any way. • No tank tops, halter tops, tube tops, net or sheer tops, shirts with spaghetti straps, or strapless tops for any student. • No bare midriffs (half shirts) allowed for any student. • No open-toed shoes.

Uniform Daily Expectations

Students must follow the specific daily expectations for uniforms at their campus as outlined below. Please note that there may be some exceptions to these dress code expectations to accommodate cultural celebrations and traditions. Exceptions to uniform expectations will be communicated to students and families in advance.

Southwest Secondary students are required to wear a YES Prep-branded uniform top five days a week, the last day of the week allows for a variation (i.e. – college t-shirt day). Students will be allowed to wear a uniform top from any previous school year (that fits uniform policy).

Additional Guidance:

- All YES Prep students should own at least 1 campus polo.
- Uniforms from the 2023-2024 school year and previous years are acceptable if they meet the school's uniform guidelines.

If students choose to wear something over the top of their YES Prep-branded uniform top, all hoodies, jackets, sweatshirts, or other outerwear should also be YES Prep-branded.

In addition, students are expected to wear jeans or khaki pants that are free of holes and/or rips so that no skin is exposed. Shorts must be longer than the students' fingertips. No pajama pants should be worn.

Day of the Week	Dress Code Expectations
Monday – Friday	<ul style="list-style-type: none">• <u>Shirts/Outerwear</u><ul style="list-style-type: none">○ YES Prep Outerwear○ YES Prep Spirit Shirt• <u>Bottoms/Pants</u><ul style="list-style-type: none">○ Khakis (any color)○ Jeans (any color)○ Athletic bottoms (any color)○ Students may not wear pajama pants or bottoms with holes, rips, or tears.○ <i>Shorts and skirts must be longer than the students' fingertips.</i>

CAMPUS ATHLETICS

The YES Level Athlete will be a role model on campus who is academically focused, displays strong leadership and character and has the athletic ability to compete at the college level. They must demonstrate a commitment to their education and have the potential to contribute to their team's success. The program seeks to recognize the accomplishments of student athletes who have the potential to continue their success at the collegiate level. To participate in and compete in YES Prep sports, they must meet the expectations outlined below.

Student – Athlete Eligibility Policy

The goal of YES Level athletics is to increase <i>campus ADA, persistence, college exposure, opportunities, and academic success to become an "A" district.</i>	
In Season Expectations	Year Long Expectations (offseason) *Must meet expectations to try out for the following season
Eligibility <ul style="list-style-type: none"> maintain a 70 and above in all classes 	Eligibility <ul style="list-style-type: none"> maintain a 70 and above in all classes
Discipline <ul style="list-style-type: none"> No more than 3 detentions No more than 1 level 2 offenses No level 3/4 offenses 	Discipline <ul style="list-style-type: none"> No more than 6 detentions No more than 3 level 2 offenses No more than 2 level 3 offenses No level 4 offenses – automatic disqualification
Attendance <ul style="list-style-type: none"> No more than 3 unexcused absences 	Attendance <ul style="list-style-type: none"> No more than 10 unexcused absences

- For grades 9-12, student athletes must follow the above expectations to tryout/compete.
- The YES Level Athletics offseason program is required for students when they are not in season. As part of the upcoming season's tryouts, this will be part of the process.

Reinstatement Opportunity: For those student athletes that do not meet the expectations of YES Level athletics, there is a possibility of reinstatement if the following criteria are met. This decision will need to be made by the athletic director and campus leadership. The timeline for completion of these requirements is within one quarter.

- The original expectations of YES Level Athletics must be met for the remainder of the year.
- Must complete 5 hours of community hours.
- Attend and complete all mandated campuses interventions based on committed offense(s).
- Presentation for reinstatement to Leadership/AD

Student-Athlete-Of-Concern Action Plan/Tutorial Log Guidelines

- Coaches and/or Athletic Director will determine how to support student-athletes-of-concern on a one-on-one basis
- A student-athlete-of-concern is defined as any student-athlete who has either failed a class or has a grade of 75% or lower in any class at the time of a designated grade check.
- These student-athletes may be given an Athletic Academic Support Log every week which they will be responsible to turn in to their coach weekly
- Said student-athletes will be expected to attend tutorials per individual Athletic Academic Support Log

Academic Support Protocol

YES School Staff, Athletic Directors, and Athletic Coaches should create and adhere to an Academic Eligibility Support Protocol for the purpose of ensuring success in the classroom for our student-athletes. Athletic Directors will utilize and have access to student management systems (ESP, Power BI) , allowing them to monitor student-athlete academic performance. This system should be designed and implemented prior to the start of the season.

Student Athletic Academic Support (Head Coach)

It is recommended that each week the student-athlete participate in 2 hours of monitored academic support (in addition to basic classroom instruction). Some examples include team study hall, lunch tutorial, after school tutorial, etc. This should be tracked, documented, and available for review at the request of all stakeholders.

Academic Check-Ins (Head Coach)

Once per week, the AD/Coach will check-in with each student-athlete and discuss their academic performance according to a tracker. The Athletic Academic Support Log should be checked by the Head Coach daily and should collect the logs at the end of each week. A new log should be distributed to the SOC or should be made accessible for them to pick up. This requirement should be tracked, documented, and available for review at the request of all stakeholders.

Parent Communication (Head Coach)

If a student-athlete is ineligible, the coach must reach out to the parents and provide information regarding the student-athlete's academic performance via an Athletic Academic Support Parent Letter. A plan must be developed that will ensure academic success moving forward. The student-athlete will NOT be able to return to play, until the action plan has been agreed upon by all parties. All communication with parents should also be tracked, documented, and available for review at the request of the AD (Athletic Director).

CAMPUS OPERATIONS

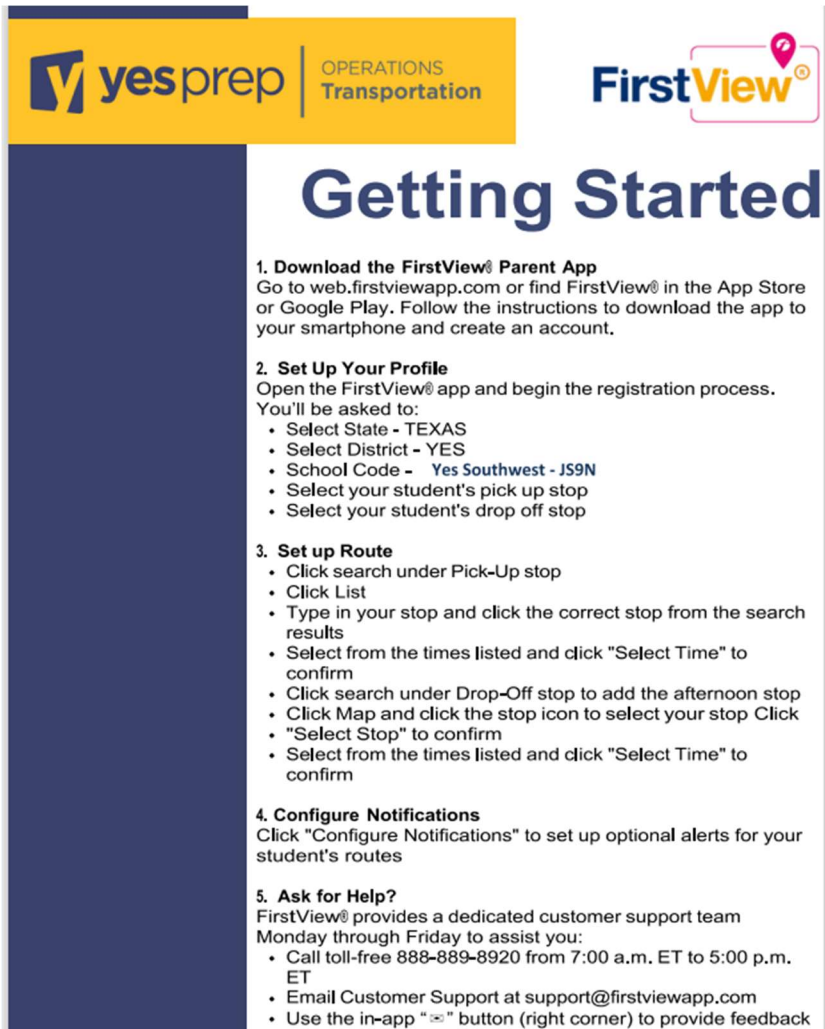
Front Office Hours

The front office is open for service from 8:00am – 4:15pm.

Please be patient with the front office team from 8:30am – 8:45am as late students will take priority to get them to class.

Late Bus Expectations

Parents are encouraged to download the First View App to track bus routes for their students. The registration guide is snipped below.



The image is a screenshot of a document titled "Getting Started" for the FirstView Parent App. At the top left is the "yesprep" logo with "OPERATIONS Transportation" next to it. At the top right is the "FirstView" logo with a location pin icon. The main heading is "Getting Started" in a large, bold, blue font. Below this are five numbered steps for registration:

- 1. Download the FirstView® Parent App**
Go to web.firstviewapp.com or find FirstView® in the App Store or Google Play. Follow the instructions to download the app to your smartphone and create an account.
- 2. Set Up Your Profile**
Open the FirstView® app and begin the registration process. You'll be asked to:
 - Select State - TEXAS
 - Select District - YES
 - School Code - Yes Southwest - JS9N
 - Select your student's pick up stop
 - Select your student's drop off stop
- 3. Set up Route**
 - Click search under Pick-Up stop
 - Click List
 - Type in your stop and click the correct stop from the search results
 - Select from the times listed and click "Select Time" to confirm
 - Click search under Drop-Off stop to add the afternoon stop
 - Click Map and click the stop icon to select your stop Click
 - "Select Stop" to confirm
 - Select from the times listed and click "Select Time" to confirm
- 4. Configure Notifications**
Click "Configure Notifications" to set up optional alerts for your student's routes
- 5. Ask for Help?**
FirstView® provides a dedicated customer support team Monday through Friday to assist you:
 - Call toll-free 888-889-8920 from 7:00 a.m. ET to 5:00 p.m. ET
 - Email Customer Support at support@firstviewapp.com
 - Use the in-app "💬" button (right corner) to provide feedback

In any instance a bus arrives to campus after 8:25am, students who are riding the bus will receive a late bus pass and be permitted to eat breakfast before going to class. These students will not receive a tardy for the day.

Common Area Expectations

Students should always be in their assigned location unless they have a teacher/staff issued pass. It is the student's responsibility to remind the teacher to issue a pass when needed. Failure to obtain a pass will result in a consequence.

Students are to treat all spaces on campus grounds with respect following the general motto of "leave a place better than you found it". Excessive littering or vandalism is not permitted and will result in a consequence. Student behavior in common spaces should reflect the idea that "we act in a way that earns the trust of others." This means students are encouraged to be joyful, but also respectful of the learning process that is occurring around them. Students who do not meet this expectation will earn a consequence.

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Lunch Time Expectations

To ensure safety and efficiency during lunch, as well as show care for our facilities, students are expected to follow all school-wide expectations during lunch in the cafeteria. Students should remain seated in the cafeteria unless they have a pass. While eating, students should enjoy their time in the cafeteria by socializing at a reasonable volume, quickly becoming silent when the all-school attention getter is used and leave a place better than they found it by cleaning up any spills and throwing trash away before leaving the cafeteria.

Cellphones are not permitted during lunch for Middle School students in grades 6 – 8. Cellphone use during lunch is a privilege for High School students in grades 9 – 12.

A guardian, or an adult listed as an emergency contact, may eat lunch with their student, in a location approved by a campus administrator, if a valid photo ID is presented and they are on listed on the student's record. A guardian is the only individual who may provide food for their specific student. Food will not be accepted from non-guardian deliveries (e.g. Uber Eats, Dominos), and students/guardians are not allowed to order food for delivery as deliveries will be turned away.

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

Students engaging in throwing food will receive consequences such as weeklong lunch detention. Continuation of behaviors such as throwing food will result in loss of cafeteria privileges.

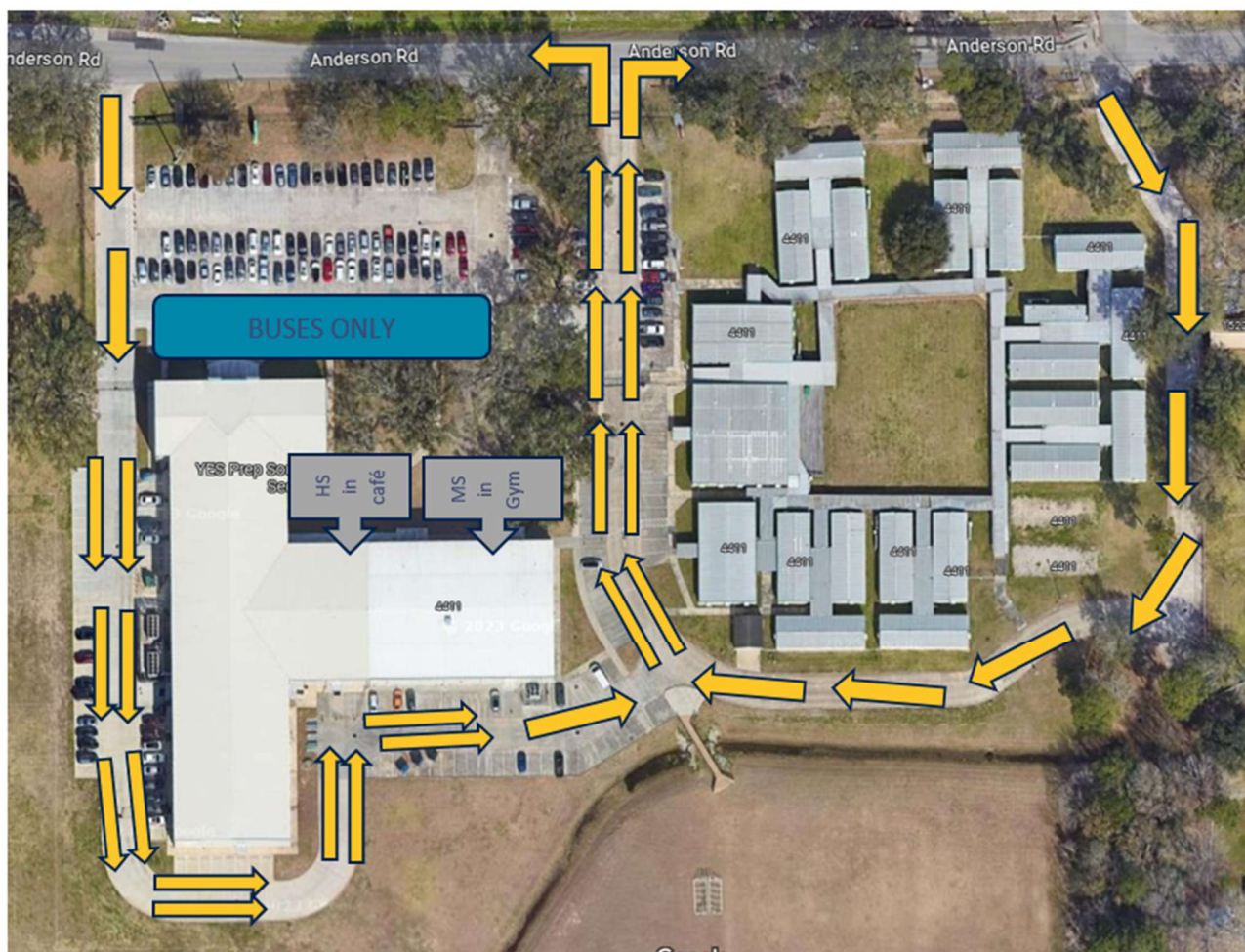
Traffic Procedures

Our number one priority is to ensure safety for the students and staff at YES Prep Southwest. Please be mindful of traffic patterns, school bus drop off and loading, and pedestrians while in the parking lot at YES Prep Southwest. During the school day, guardians and visitors will be directed to Visitor Parking in the front of the school.

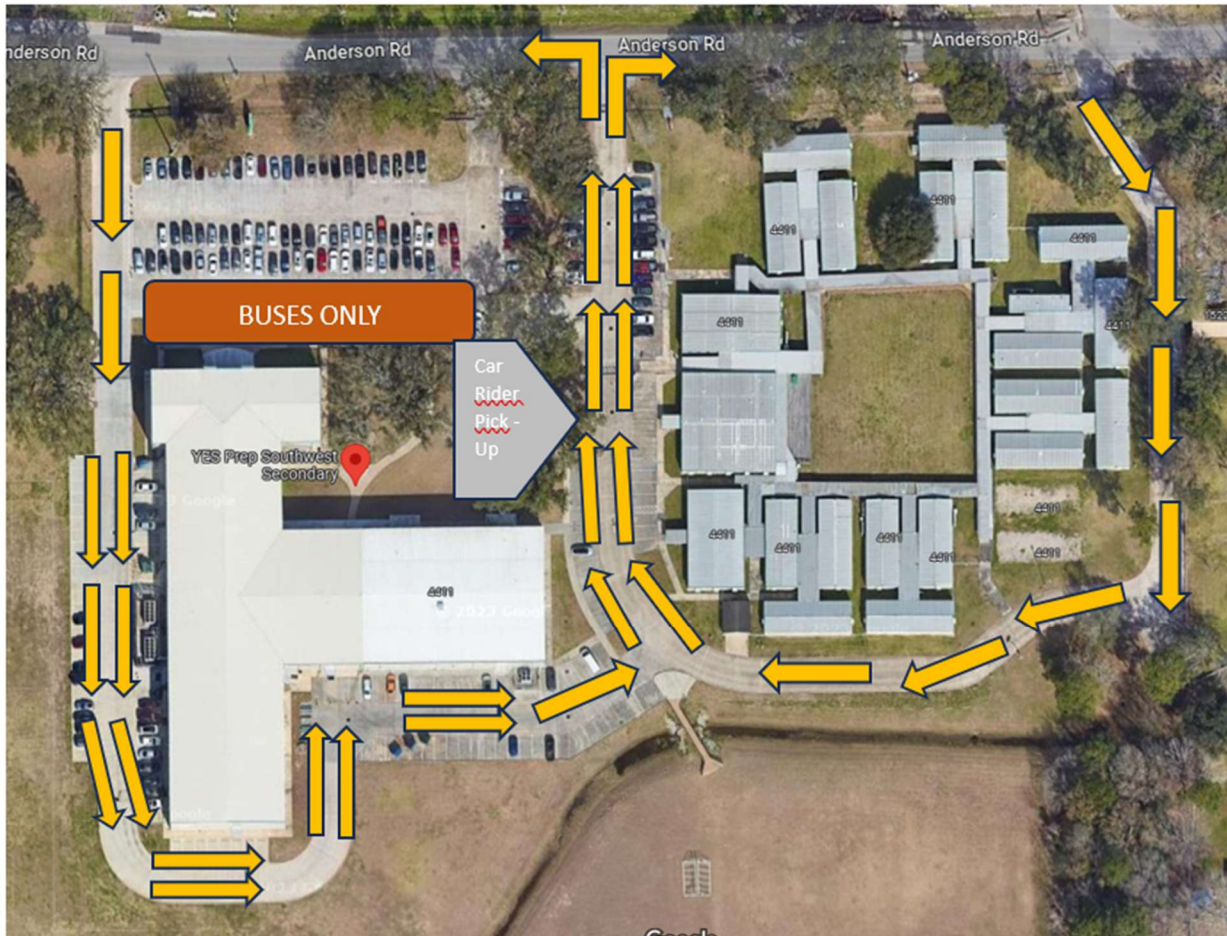
ARRIVAL – All students who are arriving to campus by car should be dropped off inside the gate at the Maverick Green. In the morning MS students wait in the gym, and HS students wait in the cafeteria, from 8am – 8:25am.

Students who arrive at or after 8:30am will receive a tardy pass in the front office before going to class and should be dropped off at the front of the school.

The parking lot in front of the building is reserved for buses and approved student drivers from 8am – 8:30am.



DISMISSAL – When waiting for students to dismiss, please do not block any driveways in the surrounding neighborhoods. Students dismissed to car pick up will wait for families in front of the gym to be picked up at the exit gates



Dropping off Items for Students

The YES Prep Southwest Front Office will open for guardian assistance after all tardy slips are distributed to students. Typically, the Front Office is available to assist guardians between 8:00 a.m. and 4:15p.m. The Front Office will close at 4:15 p.m. on school days. The Front Office will not accept or deliver any food items to students.

Personal Items on Campus

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. Lockers are provided for every student and YES Prep Southwest urges each student to bring a combination lock to secure personal belongings both in their lockers in the hallway and in the locker room.

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.

Students do not need to bring a cell phone to school to be successful in their learning. All our students can use the front office phone if needed. We recognize families use cell phones to ensure their students 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 may

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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 student.

Student Drivers

Please reference the student handbook under Student Drivers for more details. All students driving to campus are required to follow the standardized procedures. To receive permission to park on campus you must submit a signed student driver form, valid driver's license and insurance for the student driver to Mrs. Matthews, Director of Campus Operations. A student parking tag cost \$5 and students must park in the student designated area in the front parking lot of the building and follow all traffic expectations.

All documentation must be submitted to April Matthews, 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 of your 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 a staff member during school hours
- Students are not permitted to leave campus in their car during lunch without a signed permission slip (Seniors only)
- No Speeding (parking lot speed limit is 5MPH)
- Reckless driving (including peeling out of the parking lot or revving engines in parking lot) is prohibited
- Cell phone use while driving on school grounds is not allowed
- Excessive tardiness or unexcused absences
- Loud, disruptive music in the parking lot
- Students must enter the building upon arrival to campus

A check will be made of all registered vehicles. YES Prep Southwest 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 Southwest parking tags.

Procedures for Seniors Leaving Early

Some seniors may qualify for an earlier release time. If they are approved, the student would be scheduled into Early Release. Seniors who have been scheduled into Early Release will be released at 2:30pm on the day the course is scheduled.

- A senior can qualify for this privilege if they meet the district requirements outlined in the student handbook and have a signed permission slip on file.
- There will be days where the campus cannot accommodate early release based on a different schedule. In those instances, communication will be sent to families and students ahead of time.

If a student 18 years or older that is not scheduled for early release requests to leave school early, they must have parent permission to sign out for the day.

- 18+ students must have the early release form signed and turned into the front office before the start of the school day on any day they are requesting to leave early.
- A member of the Operations team will call parents to confirm the reason and signature for any 18+ student requesting to leave early.

Seniors who have been scheduled into Early Release will be released at 2:30pm on the day the course is scheduled.

A senior can qualify for this privilege if they meet the district requirements outlined in the student handbook and have a signed permission slip on file.

There will be days where the campus cannot accommodate early release based on a different schedule. In those instances, communication will be sent to families and students ahead of time.

FAMILY COMPACT

Statement of Purpose

YES Prep Public Schools is committed to working in collaboration with students, families, and other community stakeholders to achieve ambitious student learning outcomes. We recognize that parents and families play an important role as their child's first teacher and are valued partners in the educational process. As a result, parents and families will be included in appropriate decision-making opportunities to support student achievement. A **school compact** is an agreement between the school, parents, and students to help the student succeed. We will work together to create a strong support network for your child.

ESSA 1116 (d) states, "As a component of the school-level parent and family engagement policy developed under subsection (b), each school served under this part shall jointly develop with parents... a school-parent compact..."

2024-2025 Parent & Family Engagement (PFE) Program

What is it?	YES Prep Public Schools strives to provide high-quality education individualized for each student by developing and maintaining relationships with families and the community. One way we continue to do this is by participating in the Title I, Part A State Program. This program provides funding for low socioeconomic schools. In return, we promise to meet the expectations laid out for us by the Texas Education Agency and the United States Department of Education	
Funding	Title I funds will be allocated for the parent and family engagement program. Parents and family members of children receiving Title I, Part A services shall be involved in the decisions regarding use of funds for parental involvement activities.	
Review	YES Prep Public Schools will involve parents in an active and engaging manner to plan, review and improve Title I Part A programs. The LEA's and campus's Title I, Part A programs are subject to audit by the Texas Education Agency to ensure that Title I, Part A program requirements are being met.	
Family Meetings	Parent Meetings will be scheduled at your school to plan and communicate relevant information. Meetings will always take place in the cafeteria.	
	Meetings	Dates & Notes
	Title I Meeting	Fall Semester

	Open house / Meet the Teacher	Fall Semester – August/September		
	Parent Teacher Conferences	Elementary- Fall and Spring All other campuses- scheduled as needed and/or upon Family request		
	Family Association Meetings	Dates shared on social media, Family Notes, and YES Prep website By Parent and Family Engagement Policy, hosted once a month on all YES Prep Campuses		
	Coffee with the Principal	Dates shared on social media, Family Notes, and YES Prep website		
Ways to request regular or one on one meetings:	<ul style="list-style-type: none">Email campus staff, teachersCall campus directly			
Curriculum & Academic Assessments	YES Prep Curriculum - Academics			
School- Parent Compact	Schools Responsibilities	Guadian/Caregiver’s Responsibility	Student’s Responsibility	On-going Communication
	<ul style="list-style-type: none">Provide academic support to students who need itHost Title I Meetings and WorkshopsCommunicate with families about student performance through the Family Portal and School MessengerParticipate in Parent-Teacher ConferencesBuild relationships with students and families through	<ul style="list-style-type: none">Be your child's best advocate.Make sure your child attends school regularly and on timeProvide transportation for your child to and from schoolEncourage, empower, and motivate your child to succeed academically and prepare for collegeCreate a home environment that supports learning	<ul style="list-style-type: none">Attend school regularly and be on timeComplete your homework and do your bestGet good grades and strive to maintain a 3.0 GPAAsk for help when you need it and never give upBe respectful and take pride in yourself, your community,	<ul style="list-style-type: none">Campus Communication PlatformFamily NotesSocial Media – Instagram and FacebookSTAAR Family Portal LINKFamily Association Communication

	<p>home visits and Open Houses</p> <ul style="list-style-type: none"> • Provide volunteer opportunities for families • Welcome families to observe their child in class • Host Family Association Meetings on a monthly basis and provide a summary of the meeting through Family Notes • Communicate with families, regularly 	<ul style="list-style-type: none"> • Make reading a priority at home • Communicate regularly with the school • Attend school events and conferences • Follow the school rules and provide feedback to the staff • Promote your child's health and wellness 	<p>and your school</p> <ul style="list-style-type: none"> • Follow the Code of Conduct and protect myself and the safety of others • Practice healthy behaviors • Do whatever it takes to be accepted to and graduate from college 	
	<ul style="list-style-type: none"> • <i>(Campus partner inserts 1-3 additional requests)</i> 	<ul style="list-style-type: none"> • <i>(Campus partner inserts 1-3 additional requests)</i> 	<ul style="list-style-type: none"> • <i>(Campus partner inserts 1-3 additional requests)</i> 	<ul style="list-style-type: none"> • <i>(Campus partner inserts 1-3 additional requests)</i>