North Forest Secondary

INDIVIDUAL CAMPUS SUPPLEMENT

2024-2025

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CAMPUS ACADEMIC SUPPORT

General Academic Support

It is our goal that all students gain the knowledge and skills they need to progress to the next grade level. All students will have access to weekly tutorials that are provided by their teachers. Tutorials are spaces where students can relearn the material or be reassessed to increase mastery and prepare for high-stakes exams. Students will be required to attend tutorials for one or more of the following reasons:

- Failing one or more classes
- Excessive missing assignments
- Support for high-stakes exams
- Attendance concerns – students will be required to regain credit.
- Athletics: Mandatory Study Hall – all student athletes attend tutorials on the day of practice
- As assigned by leader discretion (Ex. A student has detention, but DSS/DOA believe that the student would benefit from tutorial instead.)

Any student at YES who has failed two or more classes will be placed on Academic Probation and will receive additional academic supports. Students may exit Academic Probation programming by demonstrating mastery at any point during the grading cycle. In addition to weekly tutorials, students who demonstrate a need for increased support through our Case Management Process may be assigned a weekly check-in with a teacher and additional supports to ensure their success at school. If students qualify for these additional supports, guardians will be notified.

Homework Completion

At YES Prep North Forest Secondary, we believe that homework provides students with the additional practice to increase mastery of skills, build strong vocabulary, and increase literacy. Therefore, homework is expected to be completed when it is assigned. If homework is assigned for a class, it will be written on the board of each classroom and students will be expected to write their homework in their student notebooks. If a student does not complete assigned homework, he or she may not be adequately prepared for the day's assignment. If students turn in incomplete homework or fail to return assignments, teachers may communicate directly with guardians. Students who exhibit academic dishonesty (cheating or plagiarizing) on a homework assignment will receive a consequence. Examples of academic dishonesty with homework include, but are not limited to, allowing another student to copy an assignment, using AI or google to search answers, or sharing answers to a homework assignment. Additional information on YES Prep's Academic Dishonesty policy is included in the YES Prep Student Handbook.

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CAMPUS CULTURE

Campus Core Values

We always operate within our EPIC values.

Empowerment	Perseverance	Integrity	Compassion
We have the power to change outcomes that we do not want.	We work towards our goals even when the work is difficult.	We use our knowledge about "right" and "wrong" to make decisions about our behavior.	We build relationships and help those in need.

House System

The House System has been a driver of student engagement and community building for the past 2 years at Yes Prep North Forest. This year, our House System will be geared toward our Middle School students to begin building a foundation for a sense of belonging and community that enhances their grade level identifies as they enter High School. Each House represents a different culture and core value that our students will learn about throughout the year while participating in various joyful and educational activities.



Positive Incentives

We are always looking for ways to celebrate Legends who are living out our core values and going above and beyond. Students can be recognized for their hard work and actions by receiving a variety of rewards, on-campus incentives along with HERO and House points. These points can be utilized to participate in special activities, become eligible for surprise incentives, and earn points for their House. Those rewards include but are not limited to,

- Shout Outs – a public, verbal recognition of students, usually accompanied with two claps by all.

- Courtyard Lunch- Students are allowed to sit in the courtyard and have lunch to mimic the college Yard experience.

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- **Lunch Tech Time** – Students are allowed to appropriately use their personal technology.
- **Block Party** – Students are allowed to participate in fun games and activities in the courtyard and/or gym.
- **Core Value/House Awards** – These awards are given out to recognize students who are models of our EPIC core values and their individual House values.
- **Free Dress Pass** – Students are allowed to wear clothes of their choice within guidelines of appropriateness and safety.
- **Principal's List** –Awarded to two students per grade level who achieve A/B Honor Roll or higher.
- **Academic Awards** – Awarded to students who meet rigorous criteria for exam results such as STAAR, Common Assessments, or MAP. These students will receive certificates and celebrations.
- **Honor Roll Recognition** – Students who earn honor roll will be recognized each quarter and receive an honor roll certificate as well as celebration.
- **House/Legend Swag** – Students who display our EPIC values or meet other House requirements will earn trinkets or apparel such as wristbands, t-shirts, or the like.
- **Legends School Store**- Students earn points that they can spend to "purchase" items in the school store.
- **ADA (Attendance) Incentives** – Students who meet ADA goals will be acknowledged both individually and by grade level.

Before and After School Expectations and Procedures

Before School Expectations & Procedures

Morning Duty for staff begins at 7:45 am each morning. Families choosing to drop students off before that time do so with the understanding that there is limited administrator presence until that time.
Before school, students are expected to meet the following expectations:

- The doors open at 8:05 AM for all students to enter for the day. No student will be allowed to enter the building before 8:05 AM, unless escorted by an administrator or program leader. Students may not enter campus before that time with a teacher who is not leading a morning program that the student is currently participating in. These programs include Athletics, Aspire, tutorials, or similar administrator approved activity.
- Car riders will drop off in front of the school under the awning.
- **Once on school grounds, no students are allowed to leave campus to visit any other location. Students who leave campus at any time, for any length of time without a guardian *and* campus administrator approval will be deemed skipping and will receive a consequence** in accordance with YES Prep's Student Code of Conduct.
- Students are not allowed to sell food in the front of the school before entering or during the school day.

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- Upon entering the building, all 6th-8th grade students will report to Legends Hall (cafeteria), and students in grades 9th-12th grade students will report to the gym until dismissal to Homeroom at 8:25 AM. Students may eat breakfast during this time.
- Breakfast will be provided for all students inside Legends Hall. All 6th-8th grade students will eat there. All 9th-12th grade students who want breakfast will grab it from the café before heading to the gym. Once in the gym students will not be able to leave until dismissal to Homeroom. Breakfast is served from 8:05 – 8:35, after which breakfast will no longer be served.
- Students who need to use the restroom while in their morning locations (Legends Hall or gym) will use the outside restrooms closest to the gym. No student may enter the main hallways, travel to the upstairs breezeway, or any other areas of the campus until released to Homeroom at 8:25 AM.

YES Prep North Forest dismissal begins at 4:00 PM daily for all students. Buses leave campus at 4:07 PM daily. Students who ride the bus must travel directly to their bus upon dismissal. Any student who was previously assigned after school detention for the day will be escorted from class at 3:55 to the detention classroom. Pick up time for after school detention is promptly 5:15 PM. No other students are allowed to stay on campus after school unless they are under teacher supervision for a school-sponsored activity. All school-sponsored activity schedules will be communicated to the appropriate parents and guardians prior to your student being required to stay. Any student lingering on campus after 4:10 is subject to receiving an after-school detention for the next day.

If a student leaves campus on their own at dismissal, they are not allowed to return to campus. This includes students going to the park, store or any other location outside of the campus gates. Any student found leaving and returning to campus will receive an after-school detention for the following day.

Upon school dismissal, guardians are given a grace period to pick up their students. All students must be picked by 5:15pm each day. If a guardian picks up their student after the grace period more than 3 times per semester, YES Prep Public Schools may report them to local authorities.

YES Prep's Student Code of Conduct applies to students before, during, or after school while on campus or at any location within 500 feet of the campus, and at any school-sanctioned activity (on or off-site). All students are subject to all campus discipline policies before and after school, and students can earn consequences including, but not limited to, demerits, detention, suspension, and/or removal from extra-curricular activities.

After School Programming

At YES Prep North Forest, after-school activities are a key component of our programming. After-school programming includes, but is not limited to tutorials, student enrichment activities, and detention. Any time that there is a school-sponsored activity, guardians will always receive notification prior to the activity start date.

For after-school programming, students will call home to inform families they must be picked up before the end of the activity. Students will remain in the front of the school with the assigned

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administrator until all students are gone. Students staying for after-school programming must report directly to the designated space by 4:05 pm.

Students who are attending evening events as spectators (athletic events, school dances, and other showcases) are expected to exit the building at dismissal and return for re-entry at the start of the event. YES Prep North Forest Secondary will not provide a supervised holding room or space for these students.

YES Prep's Student Code of Conduct applies to students before, during, or after school while on campus or at any location within 500 feet of the campus, and at any school-sanctioned activity (on or off-site). All students are subject to all campus discipline policies before and after school, and students can earn consequences including, but not limited to, demerits, detention, suspension, and/or removal from extra-curricular activities

Disciplinary Procedures

YES Prep utilizes demerits in HERO as warnings to students to change their negative behavior. When a student earns their third demerit for the same behavior (i.e., Not being on time), they will earn lunch detention for the next available lunch period. If a student does not change their behavior, an after-school detention will be assigned when that student reaches their 6th demerit. Every 3 demerits after which will continue to result in after-school detention. Demerit counts are reset every 3 weeks. When a student earns a demerit or a detention for one of the behaviors listed in HERO, the staff member will enter the infraction into HERO. Once the behavior is entered into HERO, both students and guardians will be able to view the behavior and any associated consequences earned by the student. The discipline application, HERO, will keep track of how many times a student has earned a demerit for the same behavior and assign the appropriate consequence.

- The third time a student earns a demerit for the same behavior Teacher will call home, and they are assigned a Lunch Detention for the next available lunch period. (This can be on the same day if the student's lunch period has not happened yet).
- The sixth time a student earns a demerit for the same behavior, they are assigned an After-School Detention for the next available day. No student will be assigned and serve an After School Detention on the same day. This gives guardians an opportunity to schedule transportation.
- Any additional demerits earned; the student's Grade Level Chair will schedule a meeting with their guardian to begin the behavior intervention phase. This includes a behavior contract and behavior tracker.
- If behaviors persist, the Dean of Students will initiate an individual support plan where the student is closely monitored, connected with resources for skill building, and at risk for receiving escalated consequences for any occurrences of negative behavior.

YES Prep North Forest Secondary will hold after-school detention on Mondays – Wednesdays from 4:00 -5:15 PM. Parents are responsible for picking students up on time, and students will not be permitted to leave early. Any detention reschedule request must be submitted in writing and signed by the parent or guardian. Administrators reserve the right to deny any rescheduling request. If a student skips or fails to serve an after-school detention they will receive an escalated consequence in accordance with YES Prep's Student Code of Conduct. If a student is absent from school on the day they were assigned detention, the detention will be rescheduled for the next available day without further consequence only with a signed letter from a guardian verifying that the student was indeed absent from school.

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A campus administrator will be on duty for all after-school detentions. That administrator reserves the right to have a student re-serve their after-school detention for reasons such as, but not limited to,

- Arriving late to detention.
- Reaching 3rd redirection (1. Private conversation, 2. Seat change. 3. Re-serve detention).
- Attempting to leave detention early.

If a student is scheduled to attend after-school tutorials on the same day they are scheduled for after-school detention, the student must report to detention as normal, and the hosting teacher is allowed to come and pull the student from detention. This will count as a served detention for that student. Students scheduled for extra-curricular activities may only reschedule or be pulled from detentions if previously approved by Athletic Director or After-School Activities Coordinator. A student cannot expect that their detention will be automatically rescheduled for them to participate in an athletic contest.

While at detention, students are expected to:

- Arrive on time and stay for the duration of the detention period
- Refrain from sleeping and inappropriate use of technology (phone, laptop, or AirPod/headphones)
- Remain in dress code
- Work on college-ready, paper-based assignments, homework, and/or detention reflection packet
- Refrain from consuming food and beverages until dismissal
- Refrain from talking to the teacher without raising their hand, talking to peers or purposely distracting others with gestures, sounds, or silliness

If a student fails to meet these expectations, they will be reassigned an after-school detention and are subject to escalated consequences should any behavior be deemed egregious or excessive.

Cell Phones & Personal Devices

Rationale: Our Schoolwide Technology policy seeks to promote student safety and cultivate classrooms that maximize learning with minimal distractions.

Middle School
In the Hallways & Breezeways

- Students may scroll on their phones (only appropriate content should be viewed).
- Students may text on their phones in the hallway.
- Students may watch videos on their phones (only appropriate content should be viewed.)

- Students may **not** take photos or record videos of others.
- Students may **not** wear headphones or airpods.
- Students may **not** take voice calls or FaceTime calls.
- Students may **not** listen to loud music.

Classrooms & Restrooms

- Students must park their phones in the classroom.
- Students must place their phones on silent mode.
- Students must have headphones and Airpods put away.

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- Students may **not** take their phones in the restroom at any time.
- Students may **not** use their phone during class at any time.
- Students may **not** wear headphones or Airpods during class.

High School
In The Hallways & Breezeways

- Students may text on phones.
- Students may watch appropriate videos on phones.
- Students may wear headphones or Airpods.

- Students may **not** take photos or record videos of others.
- Students may **not** take voice calls or Facetime calls.
- Students may **not** listen to loud music on phones.

Classrooms & Restrooms

- Students must park their phones in the classroom.
- Students must have phones powered off or on silent mode.
- Students must have headphones and Airpods put away.

- Students may **not** take their phones to the restroom at any time.
- Students may **not** use their phones during class at any time.
- Students may **not** wear headphones or Airpods during class.

How we Define Inappropriate Use of Technology

- Electronic communication that contains inappropriate content, profanity, intimidation, or threats to others
- Intentionally creating, producing, distributing, presenting, transmitting, posting, exchanging, disseminating, or possessing, through any computer or digital media, any photograph or digitized image or any visual depiction of a person in any condition of nudity, or involved in any prohibited sexual act
- Academic dishonesty and/or cheating
- The use of camera or recording features of cell phones and portable digital media devices in restrooms or locker rooms or for any use constituting an invasion of any person's reasonable expectation of privacy
- Communicating in any way with outside groups or individuals to participate in violent acts, or other inappropriate or unlawful activities on school property, proximate to campus, or at school-sponsored events
- Refusal to relinquish technology to persons of authority upon request

Behavior Management Cycle as it Pertains to Technology

- **1st Offense**: The teacher asks student to put the phone away and resets the expectation. Teacher issues a technology demerit in HERO.
- **2nd Offense**: The cell phone will be confiscated and turned in at the front office by teacher or Grade Level Chair. The device be returned to a guardian at the end of that school day. The guardian/guardian will pick it up from the front office.
- **3rd Offense**: The cell phone will be confiscated and turned into the front office by teacher or Grade Level Chair. The device will be collected and be returned to a guardian at the end of that school day.

Refusal and Searches

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- Any piece of electronic equipment is subject to search in the event school administrators believe reasonable suspicion exists to support the search.
- Failure to comply with a staff directive to turn in a cell phone will be considered defiance of authority and subject to disciplinary action according to the YES Prep Student Code of Conduct.

Any confiscated device must be turned in to the Front Office no later than 3:55 on the day of confiscation. Front Office Receptionist. The receptionist will instruct you to complete a Confiscated Technology Form and the device will be stored in a lock box until a guardian retrieves it.

TEA and College Board Technology Disclaimer

TEA and College Board testing guidelines prohibit cell phones and other restricted devices during assessments (TELPAS, STARR, EOC, AP, and SAT/PSAT). Any violation of this guideline can result in the invalidation of the assessment and further disciplinary action according to the YES Prep Student Code.

Food and Drink Expectations

Food and drink are permitted in the cafeteria only. Food is not permitted in other areas (including the hallways and classrooms). This includes items needed to complete instructional activities. If food will be used during instruction, approval must be obtained from both the Dean of Students and the Dean of Instruction.

Water, in a clear bottle, is the only drink permitted outside of the cafeteria. Caffeinated drinks such as Monster, Red Bull, and coffees are not permitted on campus, and students will be asked to dispose of them.

Any food that students bring must be portioned for individual consumption, and students may not bring “family size” snacks or meals as students sharing food is not recommended. We discourage students from bringing candy or other snack items as their meals. Given the length of our school day, we encourage students to eat healthy meals on campus through our free breakfast and lunch program available to all students.

Deliveries (guardian, UberEATS, Pizza, etc.) are not allowed for students. Any deliveries that arrive to campus for a student will be returned to the delivery driver or disposed of immediately. Guardians are not permitted to drop off food items for students.

Drinks in the Classroom

Students may only consume water in the classroom unless granted special permission for a medical or health reason accompanied by a doctor’s note. Other liquids, when spilled, can cause damage to property. We prefer that students use a clear water bottle, but we understand that it may not always be available to a student. If a teacher asks to see the liquid and it is not water, the bottle may be confiscated, or the student may be asked to dump the contents out and refill it with water from the fountain.

Sharing Food

Students should refrain from sharing food due to potential health risks. Additionally, guardians are not permitted to give food to students other than their own children. Students who are observed sharing food may have to forfeit the food they are sharing and may be subject to disciplinary action.

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Senior Privileges

Seniors can eat lunch outside in the courtyard area and use their cell phones during lunchtime. Students are not allowed to leave campus at any point during the school day without following our official checkout process. We do not offer an off-campus lunch option. Having food delivered is a privilege that seniors can earn but should not happen without the approval of the Director of Student Support or Principal. If food is delivered without permission, the student will have to wait until the end of the school day to receive their food.

Gum Expectations

Students are not allowed to chew gum anytime or anywhere on campus. YES Prep reserves the right to set expectations for not chewing gum on any school-sponsored trip, event or activity. Excessive incidents of gum chewing may result in disciplinary action.

Dress Code Expectations

See more about the YES Prep Dress Code Philosophy and Policy in the YES Prep Student Handbook. The following table breaks down how the campus expects students to follow the dress code policy. As a reminder, a student's most outer visible layer of top must be YES Prep branded.

Dress Item	Expectation
YES Prep Shirts	Students are required to wear a YES Prep Polo Monday – Thursday and Spirit or College Shirts on Friday. We believe our dress code policy strengthens school pride, unifies the community, and promotes a college-going culture. All YES Prep students should own at least 1 campus polo. *Students are not required to tuck in shirts.*
YES Prep Outerwear	Students are required to wear YES Prep-branded outerwear to continue to strengthen school pride, unify the community, and promote a college-going culture. Outerwear must be purchased from YES Prep or the campus Athletic Department. Students may choose from the following: • 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	Students may choose between pants, skirts, or shorts of the following: • Khakis (any color) • Jeans (any color) Students should wear bottoms that allow them to comfortably participate in PE. Students may not wear pajama pants or bottoms with holes. *Shorts and skirts should be no shorter than mid-thigh.* Bottoms may not have holes, rips, shredding, or tears.

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	Students are not required to wear belts.
Shoes	Tennis shoes are recommended so students can safely participate in activities at recess and in PE. For safety purposes, all shoes must meet the following criteria: • 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	Students may have visible piercings and tattoos if messaging and images are school-appropriate. Accessory items that are spiked (bracelets, belts, collars) are not permitted due to safety reasons. Students may wear a variety of hairstyles and colors. Head-shaving designs are permitted as long as images are school-appropriate. Hats and sunglasses are not permitted for safety purposes. Religious head coverings are permitted.
Free Dress Tops	Clothing should meet the following criteria: • 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.

Day of the Week	Dress Code Expectations
Monday	Outerwear: YES Prep-branded outerwear, purchased through the school store Top: YES Prep Polo Bottoms: Students may choose between pants, skirts, or shorts of the following:

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	• Khakis (any color) • Jeans (any color)
Tuesday	Outerwear: YES Prep-branded outerwear, purchased through the school store Top: YES Prep Polo Bottoms: Students may choose between pants, skirts, or shorts of the following: • Khakis (any color) • Jeans (any color)
Wednesday	Outerwear: YES Prep-branded outerwear, purchased through the school store Top: YES Prep Polo Bottoms: Students may choose between pants, skirts, or shorts of the following: • Khakis (any color) • Jeans (any color)
Thursday	Outerwear: YES Prep-branded outerwear, purchased through the school store Top: YES Prep Polo Bottoms: Students may choose between pants, skirts, or shorts of the following: • Khakis (any color) • Jeans (any color)
Friday	Outerwear: YES Prep-branded outerwear, purchased through the school store Top: YES Prep Spirit Shirt or College Shirt Bottoms: Students may choose between pants, skirts, or shorts of the following: • Khakis (any color) • Jeans (any color)

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CAMPUS ATHLETICS

At YES Prep North Forest, we abide by and expect students to meet all expectations set forth in the YES Prep Athletic Handbook. More information can be found at:

- YPNF Athletics page can be found at https://yesprepathletics.rankonesport.com/Website/Schools
- HCAL Website: https://www.teamsideline.com/sites/hcal/home

Sports Offerings

The following sports are offered to students:

MS Sports	High School Sports
MS Girls' Volleyball	Varsity Girls' Volleyball
MS Girls' Basketball	Varsity Girls' Basketball
MS Girls' Soccer	Varsity Girls' Soccer
MS Boys' Basketball	JV Girls' Volleyball
MS Boys' Soccer	Varsity Boys' Volleyball
MS Track	Varsity Boys' Basketball
MS Cross Country	JV Boys' Basketball
Varsity Cross Country	Legendary Pantherette Dance
Varsity Track Varsity Soccer	
Legendary Pantherette Dance	

Security at Games

We do not have security officers present for games. Students can attend games without parent supervision but must be picked up right after the games. All spectators are expected to follow the district policies. Spectators may be asked to leave if they don't follow the policies. Student athletes will be expected to wear professional dress on home game days and business casual dress when traveling for away games.

Consequences

If students receive detentions and suspensions, students will be required to sit out or miss parts of or entire games. The table below shows the consequences for disciplinary actions.

1 Detention	Must sit out first half of game
2 Detentions	Suspended for one game
3 Detentions	Suspended for half the season
4 or more Detentions	Suspended for the entire season
In School Suspension	Suspended for 1 game
Out of school suspension	Suspended for half the season

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The goal of YES Level athletics is to increase *campus ADA, persistence, college exposure, opportunities, and academic success to become an "A" district.*	
In Season Expectations	**Year Long Expectations (offseason)** ***Must meet expectations to try out for the following season**
Eligibility • **maintain a 70 and above in all classes**	Eligibility • **maintain a 70 and above in all classes**
Discipline • **No more than 3 detentions** • **No more than 1 level 2 infractions** • **No level 3/4 infractions**	Discipline • **No more than 6 detentions** • **No more than 3 level 2 infractions** • **No more than 2 level 3 infractions** • **No level 4 offenses – automatic disqualification**
Attendance • **No more than 3 unexcused absences**	Attendance • **No more than 10 unexcused absences**

CAMPUS OPERATIONS

Front Office Hours

Office hours are Monday through Friday 8am-4pm.

Late Bus Expectations (if applicable)

Students arriving on late buses will sign in at the Front Office and receive a Late Bus Pass before reporting to class.

Common Area Expectations

At YES Prep North Forest, we have several common areas on campus, and it is the expectation that all Legends treat these spaces with respect and leave them better than the found them. Common areas include, but are not limited to, hallways, restrooms, Legends Hall (cafeteria), the Gym, parking lot, field, and Front office. Any intentional littering, defacing, damaging of space/property will be subject to our campus disciplinary process. Students should only be in common areas during designated times and/or under the supervision of a staff member. Should a student be in a common area during class time without a hall pass, the student will receive a consequence including, but not limited to, a no hall pass demerit. Failure to adhere to campus expectations in common areas can result in referral to the GLC, Deans of Students, Director of Student Support and/or Principal.

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Lunch Time Expectations

Students will attend lunch by grade level. The Dean of Students for each grade level will set specific expectations for lunch time behavior and procedures. The following procedures are common across all decks:

- Students should report straight to the cafeteria at the beginning of lunch. If students arrive after the bell rings, they will receive a tardy demerit.
- Students should receive a pass from teachers if they plan on leaving the cafeteria during lunch. Students will not be dismissed from the cafeteria without a pass.
- Students must adhere to all behavioral expectations for common spaces on campus.
- Students may not share lunch or snacks with other students at lunch. Students may not use a delivery service to have food delivered at any time during the school day.

Traffic Procedures

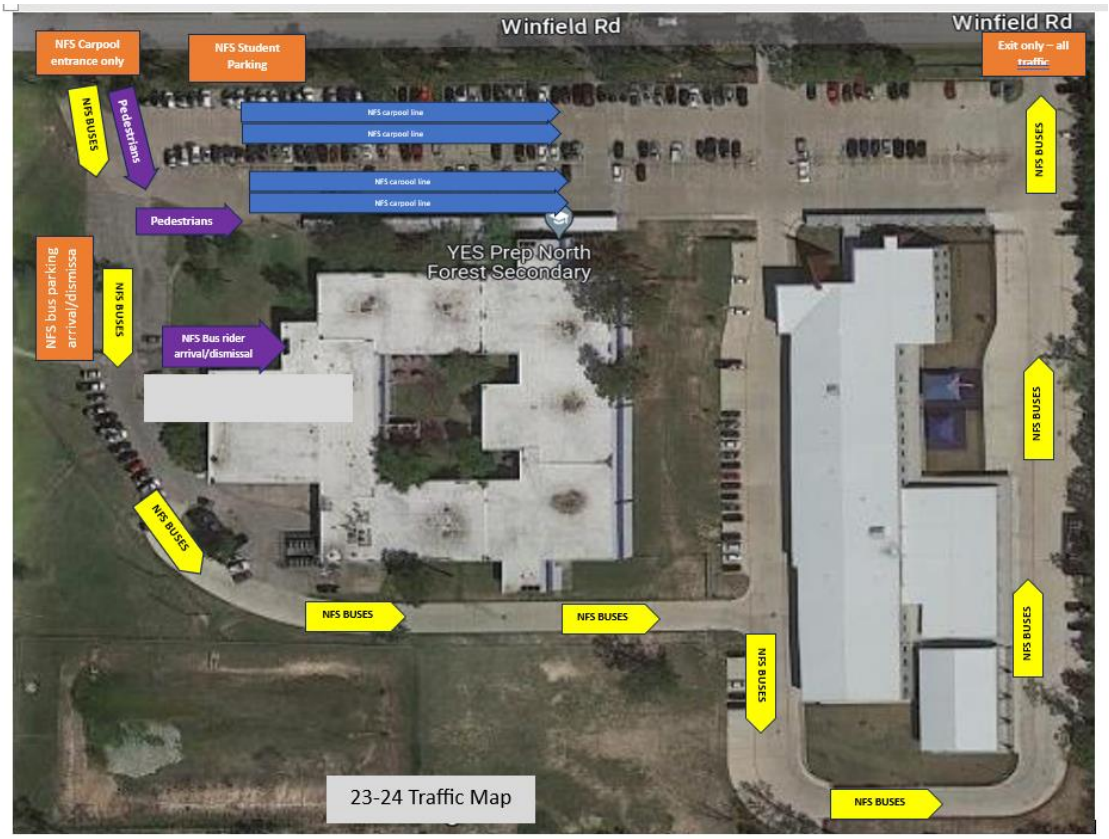
Our number one priority is to ensure safety for the students and staff at YES Prep North Forest. Please be mindful of traffic patterns, speed limit, school bus drop-off and loading, and pedestrians while in the parking lot at YES Prep North Forest. The map below shows the traffic pattern for student drop-off and pick-up. Everyone operating a vehicle on campus should always comply with all signage and yield to student walkers, on-duty staff helping to direct traffic, and school buses.

All vehicles should enter the West gate, travel along the front of the building, and exit the East gate.
Maintaining orderly traffic patterns during arrival and dismissal increases the safety of our students and staff, minimizes stopped traffic on Winfield Road, and helps our students arrive to school on time.

The following rules are in effect from 6:00 a.m. – 5:00 p.m.

- ALWAYS enter through the West gate on Winfield Rd.
- DO NOT enter through the exit gate. This gate is ALWAYS exit only, even outside of the times listed above
- DO NOT drop off students on Winfield Rd. You may drop students off on a side street or at the park, but DO NOT drop students off on Winfield Rd.
- ALWAYS obey the instructions of the campus officer AND on-duty staff directing traffic
- Staff will instruct you to form 4 lanes. YOU MUST move your vehicle forward as instructed. Please do not wait to pull to the front of the line before exiting your student from the vehicle. Traffic moves faster if students exit vehicles as quickly as possible
- ALWAYS adhere to the 5 MPH speed limit when driving on campus

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Dropping off Items for Students

To minimize classroom disruptions and disruptions to front office operations, only the following items will be allowed for drop off to students during the school day:

- School-issued laptops and chargers
- Prescription eyeglasses
- Medically necessary devices (hearing devices, crutches, etc.)

Dropped off items will not be delivered to students. Items will be labeled and held in the front office. Students will receive a pass to retrieve their items from the front office. YES Prep North Forest staff are not responsible for items that are lost, stolen, or not retrieved by the student. Items that are not picked up will be discarded after 2 days.

The only exception for dropped off items is medication that must be taken during the school day. Medication cannot be dropped off to the front office and must be taken directly to the Nurse/CMA. Students are not allowed to be in possession of any prescription or over-the-counter medications.

Personal Items on Campus

To eliminate distraction from learning, we highly recommend that students limit the personal belongings brought to school with them to only those items required for an academically successful day. Bringing personal items to school is “at your own risk,” and YES Prep North Forest will not be held liable for loss, theft, or damage to a student’s personal property.

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Distracting (e.g. stuffed animals, balloons, gifts, etc.) or inappropriate objects will be confiscated and may be returned at the end of the school day at the discretion of campus administration. Skateboards, rollerblades, and scooters should not be used while on North Forest property. Toys such as yo-yos, Rubik's cubes, fidget spinners, etc., may also be confiscated if deemed a distraction during class.

Additionally, students are not allowed to be in possession of Sharpies or other permanent marker-style writing utensils. If a student is found in possession of any type of permanent marker, it will be confiscated and will not be returned. Sharpie, the Sharpie will be confiscated.

Student Drivers and Student Parking

Student parking is permitted on campus only in the designated parking spaces for students who complete the Student Driver Process. Students must register their vehicle on campus through the front office. Registration requires proof of valid Driver's License, valid insurance on the vehicle, and the purchase of the campus parking permit for $20 Any vehicle parked on campus without the proper documentation will be tagged and/or towed. Student drivers are not permitted to leave campus during the school day. Leaving campus will result in a consequence in accordance with Yes Prep's Student Code of Conduct.

Procedures for Seniors Leaving Early (if applicable)

YES Prep Public Schools allows qualifying Seniors to have an early dismissal their last year on campus. This form is to let you know that your student has qualified to leave campus after 3rd period during A Days, B Days, or both.

Seniors will qualify for this privilege if they meet the following criteria: They have completed all required core and elective courses through junior year, totaling at least 22 state credits, and passed all their STAAR EOC exams.

In addition to criteria listed above, to maintain Early Release for the 2024-25 school year, your senior must meet the following conditions:

- ✓ They must be enrolled in, and pass, their required English, Math, Science, and Social Studies courses, as well as their required Senior Seminar course
- ✓ They must be on campus and in class for at least 6 hours every school day (excluding district early dismissal days)
- ✓ Each campus has the discretion to set additional requirements, and YES Prep North Forest seniors will continue to qualify for early release if they:
    - Do not have more than 9 absences (excused or unexcused) in any semester their senior year, and they
    - Do not have more than 19 morning/first-period tardies throughout the 24-25 school year

Seniors will sign themselves out after 3rd period on their Early Release days at the Front Office, and they must promptly leave campus. Loitering inside or outside the building can be cause for revoking this privilege. Seniors will only be allowed back on campus after 4:00pm if they have an official after-school activity. The Early Release privilege can only be utilized at the end of the day.

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This privilege may be revoked:

- ✓ If a senior is failing any required course at the end of the first semester
- ✓ If the student commits an act of misconduct as outlined in the YES Prep Code of Conduct
- ✓ If the student fails to meet campus-based requirements for this privilege
  - More than 9 absences (excuses or unexcused) in any semester their senior year
  - More than 19 morning/first-period tardies throughout the 24-25 school year

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

<table>
<tr><td>What is it?</td><td>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</td></tr>
<tr><td>Funding</td><td>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.</td></tr>
<tr><td>Review</td><td>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.</td></tr>
<tr><td>Family Meetings</td><td>Parent Meetings will be scheduled at your school to plan and communicate relevant information.

Meetings will always take place in the cafeteria.

<table>
<tr><th>Meetings</th><th>Dates & Notes</th></tr>
<tr><td>Title I Meeting</td><td>Fall Semester</td></tr>
<tr><td>Open house / Meet the Teacher</td><td>Fall Semester – August/September</td></tr>
</table>
</td></tr>
</table>

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	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:	• Email campus staff, teachers • Call campus directly
Curriculum & Academic Assessments	YES Prep Curriculum - Academics

School-Parent Compact

Schools Responsibilities	Guadian/Caregiver's Responsibility	Student's Responsibility	On-going Communication
• Provide academic support to students who need it • Host Title I Meetings and Workshops • Communicate with families about student performance through the Family Portal and School Messenger • Participate in Parent-Teacher Conferences • Build relationships with students and families through home visits and Open Houses • Provide volunteer opportunities for families • Welcome families to observe their child in class • Host Family Association	• Be your child's best advocate. • Make sure your child attends school regularly and on time • Provide transportation for your child to and from school • Encourage, empower, and motivate your child to succeed academically and prepare for college • Create a home environment that supports learning • 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	• Attend school regularly and be on time • Complete your homework and do your best • Get good grades and strive to maintain a 3.0 GPA • Ask for help when you need it and never give up • Be respectful and take pride in yourself, your community, and your school • Follow the Code of Conduct and protect myself and the safety of others	• Campus Communication Platform • Family Notes • Social Media – Instagram and Facebook • STAAR Family Portal LINK • Family Association Communication

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	Meetings on a monthly basis and provide a summary of the meeting through Family Notes • Communicate with families, regularly	• Promote your child's health and wellness	• Practice healthy behaviors • Do whatever it takes to be accepted to and graduate from college	
	• *(Campus partner inserts 1-3 additional requests)*	• *(Campus partner inserts 1-3 additional requests)*	• *(Campus partner inserts 1-3 additional requests)*	• *(Campus partner inserts 1-3 additional requests)*

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