

## Laurel Oaks Career Campus

# PROFESSIONAL EXPECTATIONS – 2024-2025

We are Great Oaks the first choice in providing innovative career training to empower individuals and communities.

Laurel Oaks is dedicated to providing an excellent educational experience, as well as a safe learning environment for all students. In order to provide the best environment for learning, the following items need to be adhered to by all students. It is important that parents and students understand that these are guidelines for Laurel Oaks.

### ATTENDANCE/TARDY TO SCHOOL

We believe that attendance is an important indicator of a student's future success. The school day begins at 8:07 am and ends at 2:35 pm. If a student is absent, parents/guardians are to report their attendance before 8:45 am by calling 937.382.1411. Below is the Semesterly process that will be implemented when students are tardy to school:

1-5 times tardy	Warning
6-8 times tardy	Lunch Detention
9-10 times tardy	1 day ISS

Ongoing tardiness may result in driving privileges being suspended or alternative discipline

Students are expected to be in their assigned class when the bell rings at 8:07 am. All students should be in their assigned class at the designated time of that class. Failure to report to your assigned class and to stay in that class for the duration may result in consequences.

### DRESS CODE

All Laurel students are required to be dressed in their program uniform **all day, every day**. Students must be in uniform **before the school day starts**. We believe we are building the professionalism expected in their chosen field of study and we want all students to be proud of the career they have chosen to pursue.

- Undergarments cannot be exposed.
- All clothing must be in good condition, with no holes. Leggings are never acceptable as uniform attire.
- Blankets are not permitted to be worn during the school day.
- Sunglasses, hoods, and bandannas are not permitted.
- Clothing or jewelry displaying words or pictures that represent alcohol, tobacco, drugs, weapons, vulgarity, or a topic that would be inflammatory or offensive is not permitted.
- Open-toed and high-heeled shoes are not permitted.

For students who do not wear their uniform, students will be permitted to borrow and return a uniform from Laurel Oaks. Students will only be allowed to do this twice, and then consequences will be issued.

### ELECTRONIC DEVICES

During class time, students are not permitted to use personal electronic devices of any kind without receiving specific permission from the classroom teacher. Class time also includes study halls, volunteering, work-study, curricular and extra-curricular programs during and after the school day. Students are not permitted to use personal electronic devices to make audio or video recordings of any kind, including live streaming or video chatting while on school property without written permission from the classroom instructor or building administrator.

### PARKING LOT

Parking on Laurel Oaks campus is a privilege. All students who use the parking lot must have a parking pass visible in their vehicle daily. The parking lot will not be open to students before 7:00 am. Students are not permitted to visit their cars during the school day unless they have permission from an administrator. Failure to follow the rules of the parking lot and the instructions of the staff members in the parking lot will result in a loss of privileges.

### FOOD AND DRINK

Students are not permitted to consume food or open drink containers outside the cafeteria. However, water is permitted during the school day, and exceptions will be made for students providing medical documentation regarding health issues. Students are not permitted to order food and have it delivered to school or leave the campus for lunch.

\*\* It is the students' and parents' responsibility to read the Student Code of Conduct located at [www.greatoaks.com](http://www.greatoaks.com)\*\*