

Marian A. Peterson Middle School

Student/Parent Handbook 2026-2027



IMPORTANT PHONE NUMBERS

Principal: Rick Hayashi
(408) 423-2801
rhayashi@scusd.net

Vice Principal: Ms. Krista Keneman
Student Support Last Names A-L
(408) 423-2803
kkeneman@scusd.net

Vice Principal: Mrs. Angela Kretsch
Student Support Last Names M-Z
(408) 423-2802
akrtesch@scusd.net

Main Line/General Information: (408) 423-2800
Carmen Silveira School Secretary: (408) 423-2810
Freitas - Last Names A – L: (408) 423-2823
Fidani - Last Names M – Z: (408) 423-2835
Health Office: (408) 423-2819
Bookkeeper: (408) 423-2808
Registration & Student Records: (408) 423-2806

Absence Recorder Phone: (408) 423-2805 (24 hour message line)
(408) 423-2811 (text ability)

School Website: <http://peterson.santaclarausd.org>

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INTRODUCTION

Welcome to Peterson Middle School! This is an exciting time for students and parents. Please read the policies in this handbook together with your parent(s).

PETERSON MIDDLE SCHOOL MISSION STATEMENT

Peterson Middle School is dedicated to academic excellence and the personal, social and physical development of each student. Peterson students will have a positive self-image, respect others, communicate effectively, think critically and appreciate cultural diversity in an environment that promotes a sense of belonging and moral responsibility.

THE PIRATE CODE: PETERSON PIRATES ARE
READY
RESPECTFUL
RESPONSIBLE
SAFE

ACADEMIC POLICIES

The district intends to provide a quality middle school experience. That experience should also prepare students adequately to move on to the next grade level or a successful high school experience.

Peterson Middle School teachers and staff will make every effort to ensure the success of our students. In the event that we/they are not successful, counselors will meet with the students who are not meeting the standards to develop an academic plan.

Students who have not met the academic standard at the end of their middle school experience may be recommended to an alternative ninth-grade program.

ACADEMIC AWARDS

An Academic Awards Program is held annually near the end of the school year, honoring those students whose teachers have nominated them in specific academic areas.

ACADEMIC TRIPS

Academic teams will plan educational field trips. Donations may be requested to offset the cost of field trips. Students who do not meet behavioral expectations may be required to have a parent chaperone the field trip to attend. No student will be excluded from any academic field trip due to financial hardship.

CLASSROOM ASSIGNMENTS/HOMEWORK

A key goal of middle school is to help students assume greater responsibility for their own learning and academic progress. Students should complete their class work and homework by the due dates assigned by their teachers. Teachers and parents share the important task of fostering students' awareness that education extends beyond the classroom and that gaining knowledge or improving skills requires practice. If there is no specific homework due, students should work on long-term assignments, such as book reports or research projects, study for upcoming tests, or practice to improve skills like reading or writing. Art, music and physical education skills also require practice to improve. When students are struggling to complete or keep up with assignments, they may arrange with their teacher to receive help either before or after school.

COUNSELING SERVICES

The Counseling Department at Peterson Middle School provides both academic, social-emotional and personal counseling for students in grades six through eight. Counselors deliver classroom lessons to all students, supporting their academic, social-emotional, and career readiness goals. Our counselors have an open-door policy for students, parents and teachers. The department collaborates with the school psychologist, Health and Wellness Coordinator, administrators, counseling interns, and other external agencies. Parents and teachers may refer students for counseling. Student Study Team (SST) Meetings are conducted for struggling students to determine appropriate support. For students who require more in-depth services, the department can provide recommendations and community referrals to the student's parent as needed.

GRADING PERIOD/REPORT CARDS

Peterson has four grading periods, each approximately nine weeks long. Report cards are sent four times a year. Progress reports are also sent midway through each quarter.

Grades are posted online through Aeries. If you need assistance with information related to grades being posted, please phone the Registrar at (408) 423-2806.

HONOR ROLL

Students earning a 3.0 grade point average (GPA) in a grading quarter are placed on the Peterson Honor Roll.

STUDENTS OF THE MONTH

Teachers select outstanding students every month based on their citizenship and academic achievement. Students are recognized with a certificate, and their photo is taken for our display in the display case at the end of the A wing hallway.

ATTENDANCE POLICIES

ATTENDANCE STANDARD

Regular attendance at Middle School is expected. Please refer to the District Handbook provided at registration for all SCUSD attendance policies.

ATTENDANCE/ABSENCES

Peterson Middle School has a computerized attendance system. All absences must be excused each day they occur. Excused absences are illness, medical/dental appointments, or other emergencies as defined in the SCUSD Student and Parent Information Handbook. When a student is absent from school for any reason, parents or guardians are to do the following:

Telephone the school each day of absence. Please call between 7:30 A.M. and 8:30 A.M. to inform our attendance clerk of the reason for the absence. The attendance office phone number is **(408) 423-2805**. This number is available 24 hours a day, seven days a week. You can also **text the attendance clerk to report a student's absence at (408) 423-2811**. You have three days to clear an absence, if not cleared on time, the absence will go as unexcused.

Telephone or text verification is acceptable as an alternative to a written note. A doctor's note is required to excuse an extended absence of three or more days. According to district policy, if a student is absent for 10 or more consecutive days (unexcused), the student will be disenrolled from Peterson.

Telephone or text verification should include the following:

- Name of the student (spelling of last name)
- Grade Level and Student ID Number
- Reason for absence & Date of absence
- Number of days absent

Written notes should also include the signature of a parent/guardian.

UNEXCUSED ABSENCES

Referrals for unexcused absences may result in one or all of the following:

- Telephone call to parents
- Parent conference
- Home visit from a SCUSD truancy liaison
- Attend a SART (Student Attendance Review Team) meeting
- Referral to the Student Attendance Review Board at the district level.

MAKE-UP WORK (BP6154)

Students who are absent from school shall be allowed to complete all assignments and tests that can be reasonably provided. As determined by the teacher, the assignments and tests shall be equivalent to, but not necessarily identical to, the assignments and tests missed during the absence. Students shall receive full credit for work satisfactorily completed within a reasonable period of time.

The Superintendent or designee shall notify parents/guardians that no student may have a grade reduced or lose academic credit for any excused absence when missed assignments and tests are satisfactorily completed within a reasonable period of time. Such notification shall include the full text of Education Code 48205. (Education Code 48980)

CHANGING SCHOOLS

Students moving to a new location outside the Peterson Middle School attendance area must notify the registrar, located in the office, by phone, email, or in person to explain where the student will be attending school. The student should be prepared to return all textbooks, Chromebook, and if applicable, pay or work off any necessary fines for lost or damaged materials. A clearance sheet must be signed by each of the student's teachers and the librarian, and returned to the main office before leaving.

CHANGING STUDENT INFORMATION

If you change address or phone numbers, or if you go on vacation and leave your student under the temporary care of someone other than his/her legal guardian, please notify the office.

ILLNESS OR INJURY

The nurse's office is inside Peterson's front office. It is essential to notify the health office of a student's special health concerns. In the event of illness or injury, students must obtain a pass to visit the nurse's office. Students should not contact parents before visiting the nurse's office. The nurse, health clerk, or other office staff will determine whether a student needs to go home and contact the parent or guardian or a person listed on the student's Emergency Contacts. In the event of a serious accident or injury on campus, paramedics may be contacted to administer medical aid. Parents or guardians will be notified immediately.

LEAVING OR RETURNING DURING THE SCHOOL DAY

Peterson Middle School is a **closed campus** throughout the school day. Students leaving for appointments must be checked out by a parent, guardian, or someone listed on the Emergency Contacts and will be issued a "Permit to Leave" slip. Students returning from an appointment must first check in with the attendance office.

PASSES AND CALL SLIPS

When leaving a classroom, students must have a **PASS signed by the teacher** showing permission to be out of class. The pass is also to be signed by the person in charge of the room to which the student is going. CALL SLIPS are sent to students, asking them to come to a specified classroom or the office at a specified time.

TARDY POLICY

Students arriving at school after 8:30 a.m. are considered tardy. If students arrive at school after 8:45 a.m., they must pick up a pass from the attendance clerk in the office. School policy states a student is tardy to any class period if they are not **in class** when the bell rings.

- **The first and second tardy** to any class period are recorded. The teacher will speak with the student privately regarding their tardiness to class.
- **The third tardy** will result in the teacher making a parent/guardian phone call home. If a parent/guardian cannot be reached by phone, an email will be sent to the parent/guardian from the teacher with the appropriate vice principal CC'd.
- **The fourth tardy** will result in an office referral for an administrative-assigned after-school student support.
- **Each subsequent tardy** may result in restrictive brunch/lunch, a meeting with the SCUSD truancy liaison, and parent contact.
- **Tardies** will reset at the beginning of the third quarter.

Important Note: If the student misses thirty (30) or more minutes of instruction time, it is considered an unexcused absence.

TRUANCY

During the school day, the Sunnyvale Department of Public Safety and the Santa Clara Police Department will pick up students who are off campus without proper permission forms.

The Board of Education of the Santa Clara Unified School District recognizes the value of regular attendance in enabling students to profit from the school program. Students with chronic truancy issues will follow the Santa Clara Unified School District truancy process. Adjustments may be made to the process due to family circumstances.

- A truancy letter will be mailed home to those students who miss 10% of school days due to illness or medical appointments. A doctor's note will be required to excuse any further illnesses or appointments.
- The first truancy letter is mailed home to students who have three (3) unexcused absences.
- A second truancy letter is sent after the fourth (4th) unexcused absence. A meeting with the vice principal of attendance is required after the second truancy letter is sent home.
- A third truancy letter is sent after the fifth (5th) unexcused absence, and the family is requested to attend a Student Study Team (SST) meeting with the vice principal of attendance, the student's counselor and the district truancy liaison present.
- After the student's sixth (6th) unexcused absence, the final truancy letter is sent and the family may be required to participate in the SCUSD Student Attendance Review Board (SARB) process.

CAMPUS POLICIES

CLEAN CAMPUS

Take pride in your campus! The appearance of our school is important to us all. It is each student's responsibility to do their part to keep the campus clean. Dispose of waste properly.

- Peterson is proud to have a Zero Waste Policy in our cafeteria. Food should be disposed of in the marked bins (i.e. landfill, recycling, liquid waste).
- There are marked paper and container recycling bins around campus. Please place recyclables in the appropriate bin.

CLOSED CAMPUS

Peterson Middle School is a **closed campus** throughout the school day.

- From the time students arrive on campus until they leave for the day. Students leaving for appointments must be checked out by a parent, guardian, or someone listed on the Emergency Contacts and will be issued a "Permit to Leave" slip. Students returning from an appointment must first check in with the attendance office.
- Visitors and volunteers must check in at the office before coming onto the campus. **All visitors and volunteers are required to wear either a SCUSD ID, Peterson Visitor or Peterson Volunteer Badge while on campus.** You can obtain a Visitor or Volunteer Badge from the school secretary.

EMERGENCY INFORMATION

Every student MUST have current emergency information completed through the SCUSD Enrollment Center. If parents/guardians cannot be reached in emergencies such as illness, injury, or disaster, Peterson Middle School will notify the emergency contacts. **Any time a parent or guardian's contact information (home phone, cell phone, email address) changes, please notify the office staff of all changes.**

- Only authorized persons listed as emergency contacts may pick up students.

LOCKERS

Their homeroom teacher assigns each 6th-grade student a locker at the beginning of the school year. 7th and 8th grade students may request a locker from the Attendance Clerk in the office. 7th and 8th grade students will be given a P.E. locker from the P.E. teachers. Using these lockers is a privilege. **Do not share lockers or locker combinations with others.**

LOST AND FOUND

Students must assume sole responsibility for loss or damage to any personal property left in classrooms, P.E. lockers or on campus. Peterson Middle School will make every effort to help protect personal possessions, but we are not responsible for them. Check the "Lost and Found Cart" located in the cafeteria, or see the custodians about recently lost items. If belongings of significant value are not recovered, immediately notify the office. The best way to ensure items are returned is to have your name in permanent ink on all articles of clothing, books, and other personal property. If you find something that does not belong to you, please hang or place it on the lost and found cart or turn it into the office if it is valuable. If you keep something you find, it is considered stolen. Students who have witnessed a theft or know a student who is in possession of someone else's belongings should inform a teacher, counselor, or administrator.

LUNCH / BRUNCH /FOOD DELIVERY SERVICES

Students are not permitted to use food delivery services during the school day or school-sponsored events per California State and Federal Law (Title 7 Code of Federal Regulation 210.11, California Education Code (EC) Section 49430, Senate Bill 1169 (McGuire)). These rules encompass a comprehensive approach to food and beverage sales by all groups or individuals during the school day, throughout the school campus. If food is delivered, it will remain in the office for students to pick up after school.

Peterson has an all-grade brunch and an all-grade lunch. Lunch and brunch are considered part of the school day. To maintain safety and cleanliness, students must observe the following rules:

- Form orderly lines with no cutting.
- During brunch and lunch, students shall play with athletic equipment, such as soccer, basketball, or tennis balls in designated areas. This is for student and staff safety. The fire lane on the west side of the school and the Pirates' Cove area between buildings G and E are NOT designated areas.
- Sit on benches only, not on tabletops.
- Place all trash in the appropriate containers (recycling, trash, etc.).
- Keep all food and drink in designated eating areas.

- o quad for lunch
- o Pirates Cove and quad for brunch
- Glass containers of any kind are not permitted at school.
- Students are discouraged from consuming energy drinks (such as Rock Stars and Red Bull).
- Respect and follow the direction of the noon duty supervisors.
- Respect the Wellness Policy in celebrating birthdays during lunch (must have a healthy alternative).
- Please see the SCUSD or school website for more information about Child Nutrition Services.

MEDICATION

If medication must be taken during school hours, the nurse's office will provide the student's parent/guardian with the proper form and procedures for storing/taking medication on campus. **All (prescription and non-prescription) medications must be kept in the nurse's office. Students may not carry any medication with them.**

OFFICE

Peterson's offices are important places of business where everyone is welcome. The office staff is happy to answer questions about school procedures or policies. Students visiting any office during class must have a pass or a call slip. Parents are requested to refrain from attempting to deliver messages to students via the office staff, except in emergency situations.

RESTROOMS

Restrooms are to be used for their intended purpose. There are all-gender and gender-specific restrooms on campus. Students are not permitted to loiter in or around restrooms. Students are not allowed to use cell phones or Chromebooks in the bathroom. Vandalism to restrooms will result in disciplinary action.

SELLING ITEMS

Students are not permitted to sell any items on or around the school campus.

SPECIAL OCCASIONS

We all enjoy celebrating special occasions such as birthdays. However, sending or using delivery services to provide food, flowers, balloon bouquets, or other gifts to students during school hours disrupts instruction. Therefore, parents and students are asked to refrain from such deliveries. If such deliveries occur or students bring them on campus, they will be kept in the office until the end of the day. SCUSD has banned all balloons on campus.

STUDENT SUPPLIES /TEXTBOOKS

Students should have paper, pencils and pens (not permanent markers) at all times. Students should have a method to organize their schoolwork. Students are responsible for the condition of the books assigned to them. Textbooks, Chromebooks, and materials must be returned at the end of the year or when withdrawing from school. Any student who damages textbooks, Chromebooks, or any other school materials, or fails to return these materials, may be charged replacement costs and/or be subject to loss of school privileges. Fines and bills may be paid to the bookkeeper in the office.

TRANSPORTATION

Bicycles

Peterson provides a fenced-in bicycle area. This area is locked during school hours. If you use the bicycle area, please ensure your bike is locked to the provided racks. Each bike owner must provide their own chain and lock. Do not leave a bike in the bike area over the weekend. Bicycles may not be ridden anywhere on campus. Peterson Middle School takes no responsibility for the theft or vandalism of any bike brought to school. Bikes should be licensed or marked to ensure easy identification. Students, by law, are required to have a helmet. Free student helmets are frequently available in the main office.

Skateboards or Scooters

Skateboards or scooters are not to be ridden on campus. These items should be locked in the scooter rack outside the office. Students are required to have a helmet. Sunnyvale and Santa Clara Police departments issue citations to students not wearing a helmet when riding a scooter or skateboard. Free helmets are often available in the office.

Cars/Student Pick-Up and Drop-Off

Parents or guardians who drive students to school or who pick them up after school must follow all traffic regulations in effect on public roads. School administration requires that all students be picked up within 20 minutes of the end of the

school day unless they are involved in a supervised after-school or academic activity. There are three main areas for pick up/drop off: front of school, gym parking lot, and Dunford Avenue.

School Bus

Riding the school bus is a privilege. Section 14103 of the California Education Code holds the driver fully responsible for student conduct on the school bus. It is essential that students understand and follow the rules and regulations for riding the bus safely. All school rules are in effect while riding the school bus.

Bus Etiquette Guidelines

Waiting for the Bus

- Arrive at the bus stop at least 5 minutes before the scheduled departure time.
- Wait in a single line, standing at least 12 feet away from where the bus will stop.
- Refrain from pushing, shoving, or throwing objects.
- Avoid running to or from the bus.
- Harassment, aggressive behavior, discriminatory or abusive language, and fighting are prohibited and may result in suspension from bus services.

Boarding the Bus

- Board only at your designated stop unless prior permission is obtained from the Transportation Department.
- Wait until the bus comes to a complete stop, the door opens, and red flashing lights and stop arm are activated before boarding.
- Enter the bus in a single file, without pushing or shoving, and proceed directly to a seat.

While on the Bus (This includes bus transportation to school outings, field trips, and athletic events).

- Follow the driver's instructions at all times.
- Wear seatbelts if the bus is equipped with them.
- Keep hats and hoods off while on the bus.
- Remain seated, facing forward, with your back against the seat and belongings on your lap.
- Speak quietly, keep hands to yourself, and do not extend any body parts out of the windows.
- Do not throw objects inside or outside the bus.
- Eating, drinking, chewing gum, and spitting are not allowed.
- Smoking, vaping, and possession of alcohol or illegal drugs are strictly prohibited.
- Vandalism or defacing the bus is prohibited; parents may be held responsible for repair costs.

Leaving the Bus

- Remain seated until the bus comes to a complete stop.
- Exit the bus in an orderly manner, row by row from the front, without pushing or shoving.
- Disembark only at your designated stop unless prior permission is obtained.
- Never walk along the side or behind the bus.
- Cross the street in front of the bus only at authorized crossover stops, with the driver's assistance.

Consequences for Misconduct

- Riding the bus is a privilege, not a right.
- Refusal to obey the driver, fighting, or failing to identify oneself may result in immediate loss of bus privileges.
- Other infractions may lead to warnings, written citations, assigned seating, or suspension from the bus.

Consequences For Failing To Follow Bus Rules

The district transportation department sends a bus conduct report to the parent or guardian. For behavior that does not follow the above rules, the following steps are taken:

- A warning, written citation, or assigned bus seat
- Temporary loss of bus privilege
- Permanent loss of bus privilege

VISITOR AND VOLUNTEER INFORMATION

Peterson Middle School is a **closed campus** throughout the school day. Visitors and volunteers must check in at the office before coming onto the campus. **All visitors and volunteers are required to wear either a SCUSD ID, Peterson Visitor or Peterson Volunteer Badge while on campus.**

PROGRESSIVE DISCIPLINE INTERVENTIONS AND POLICIES

At Peterson Middle School, we are committed to creating a positive and safe learning environment by promoting respect for others, our work, property, and ourselves. We believe that collaboration between the school and parents or guardians is essential in maintaining this environment. Our goal is to support students' progress toward long-term academic and behavioral success, with student safety as our top priority.

The administration reserves the right to modify or forgo a consequence at its discretion, based on the severity of the behavior or if the behavior is repeated.

School rules apply on campus, as well as on the way to and from school—including while walking, riding the bus, biking, or spending time at nearby locations such as Starbucks.

Students may also face disciplinary action for off-campus misconduct if it is related to school activities and is likely to cause a significant disruption at school. For example, students may be disciplined for using technology (such as home computers, cell phones, or other electronic devices) to bully, harass, or threaten others—even if the behavior occurs outside of school hours and off campus. (Education Code 48900(r))

Please refer to our [Behavior Flowchart](#) to better understand our intervention process and expectations.

SEARCH AND SEIZURE POLICY

Santa Clara Unified School District Board Policy 5145.12 states: The Governing Board is fully committed to promoting a safe learning environment and, to the extent possible, eliminating the possession and use of weapons, illegal drugs, and other controlled substances by students on school premises and at school activities. As necessary to protect the health and welfare of students and staff, school officials may search students, their property, and/or district property under their control and may seize illegal, unsafe, or otherwise prohibited items.

School officials may search any individual student, their property, or district property under their control when there is a reasonable suspicion that the search will uncover evidence that they are violating the law, Board policy, administrative regulation, or other rules of the district or the school. Reasonable suspicion shall be based on specific and objective facts that the search will produce evidence related to the alleged violation. The types of student property that school officials may search include, but are not limited to, lockers, desks, purses, backpacks, cellular phones, or other electronic communication devices.

CONSEQUENCES

- Campus beautification
- Community service hours
- Restricted or loss of privileges
- Supported conflict mediation/restorative conversations
- Reflective writing

Note: The parent/guardian may reschedule an after-school student support session **once** for any reason.

SERIOUS OFFENSES THAT VIOLATE CA EDUCATION CODE:

Fighting, damage to school property, harassment, hate speech/violence, possession/sales of a controlled substance or weapon use or possession may cause an immediate home suspension and/or expulsion hearing, and police involvement if necessary. The Sunnyvale Department of Public Safety will assist the school in these situations if necessary.

TEACHER SUSPENSION (Education Code 48910)

A teacher may suspend any student from the teacher's class for the day of the suspension and the day following. The teacher shall immediately report the suspension to the office and send the student to the office for appropriate action. The teacher must contact the parent/guardian by telephone. If the parent/guardian cannot be reached by telephone, the teacher must email the parent/guardian and CC the appropriate vice principal. As soon as possible, the teacher will arrange for a parent-teacher conference regarding the suspension. A school administrator or counselor shall attend the conference if a teacher or parent so requests.

ADMINISTRATIVE SUSPENSION

A student may be suspended if they violate any section of the California State Education Codes, 48900 or 48915.

When a student is suspended, a parent conference with an administrator will be held in person or by telephone. When a student returns from a suspension, it is the responsibility of the student to work with their teachers to determine missed work and reasonable timelines for completion. Please see **"Make-Up Work (BP6154)"** for more detailed information on make-up work.

BEHAVIOR EXPECTATIONS

ACCEPTABLE USE OF TECHNOLOGY

Using technology is a privilege. The district acceptable use policy is located in the SCUSD Student Parent Handbook, available on the SCUSD website <https://santaclarausd.org>. Misuse of technology is subject to disciplinary action. In support of the instructional program and for the advancement of student learning, student chromebooks should not be used for taking photos/videos of individuals, playing games, social media, or chat/messaging.

STUDENT CHROMEBOOKS

Please keep any personal computers/laptops at home. Peterson students have the unique opportunity to use district-owned Chromebooks for learning. Reasonable precautions and care need to be taken when using the Chromebook so that damage does not occur. Any damage or loss to the Chromebook or Chromebook accessories is the responsibility of the parent/guardian and student. Families will have the option to purchase replacements, or the student may work off the cost of the item by working in the library before school (8:10-8:25), during (brunch & lunch - after eating), or after school (until 4:00 M, T, TH, F). If your family has elected for your student to work off the cost of their lost or damaged materials, a parent/guardian will be asked to sign a permission slip to work in the library.

APPROPRIATE STUDENT RELATIONSHIPS

Peterson Middle School does not permit public displays of affection on campus. Holding hands, arm-in-arm, hugging, and kissing are not appropriate at school.

SEXUAL HARASSMENT

Sexual harassment is unwelcome sexual, sex-based or gender-based verbal, written, online or physical conduct. Sexual harassment may rise to the level where it creates a hostile environment. Sexual harassment can be retaliatory. Sexual harassment may be in the form of *quid pro quo* harassment (a demand or request for sexual contact in exchange for a favor or to prevent a negative consequence). All types of sexual harassment and retaliation are prohibited by District policy and state and federal law and may result in serious disciplinary consequences including the harasser getting suspended or expelled. Examples of sexual harassment include but are not limited to the following:

- Questions or comments about a person's real or perceived sexual orientation or gender identification
- Questions or comments about a person's sexual experiences
- Sharing crude, offensive or highly personal pictures, jokes or statements
- Inappropriate touching or gestures

- Conduct that was once may have been welcome but time, place or circumstance makes it unwelcome now

If you believe that anyone is sexually harassing you (or someone else) – whether the harasser is another student, a member of faculty or staff, an administrator or a volunteer – you are encouraged to report the unwelcome behavior immediately to SCUSD's Title IX Coordinator, the principal, any vice principal, any teacher or librarian. There are also ways to report sexual harassment anonymously on the SCUSD website.

BULLYING/HARASSMENT OF ANY TYPE

SCUSD has policies in place to support the reporting of any bullying behavior. School personnel who witness acts of discrimination, harassment, intimidation, or bullying are mandated to take immediate action to intervene (BP & AR 5131.2). The modeling of respectful and civil behavior by adults is also a crucial strategy in maintaining positive school climates.

Peterson Middle School does not tolerate behavior that marginalizes, threatens, embarrasses, frightens, shames or intimidates others. If you feel bullied, please report it to an appropriate adult on campus or via the SCUSD Bullying Reporting Form located in the SCUSD portal. Constitutional protections, such as free speech, do not permit anyone to incite violence or use speech in a manner that harms others. Students can report any situations of bullying/harassment to one of the vice principals' offices. All reports will be investigated.

Per California Education Code 48900 (r):

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 the pupil's physical or mental health.
 - c. Causing a reasonable pupil to experience substantial interference with the pupil's academic performance.
 - d. Causing a reasonable pupil to experience substantial interference with the pupil's ability to participate in or benefit from the services, activities, or privileges provided by a school.
2.
 - a. "Electronic act" means the creation or transmission originated on or off the schoolsite, 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, including, but not limited to, any of the following:
 - i. A message, text, sound, video, or image.
 - ii. A post on a social network internet website, including, but not limited to:
 1. Posting to or creating a burn page. "Burn page" means an internet website created for the purpose of having one or more of the effects listed in paragraph (1).
 2. 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.
 3. 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.
 - iii.
 1. An act of cyber sexual bullying.
 2. For purposes of this clause, "cyber sexual bullying" means the dissemination of, or the solicitation or incitement to disseminate, a photograph or other visual recording by a pupil to another pupil or to school personnel by means of an electronic act that has or can be reasonably predicted to have one or more of the effects described in subparagraphs (A) to (D), inclusive, of paragraph (1). A photograph or other visual recording, as described in this sub-clause, shall include the depiction of a nude, semi-nude, or sexually explicit photograph

or other visual recording of a minor where the minor is identifiable from the photograph, visual recording, or other electronic act.

3. For purposes of this clause, "cyber sexual bullying" does not include a depiction, portrayal, or image that has any serious literary, artistic, educational, political, or scientific value or that involves athletic events or school-sanctioned activities.
 - 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, a pupil with exceptional needs, who exercises average care, skill, and judgment in conduct for a person of that age, or for a person of that age with the pupil's exceptional needs.

CONFESSION PAGES/BURN PAGES/SHARED DOCUMENTS

Running or posting to confession pages or other shared documents will be treated as cyberbullying. Those found to have created, posted or to be running pages will be subject to the progressive discipline policy.

Phone and Device-Free School Policy

Peterson Middle School is committed to our Core values - our Pirate RRRs - Ready, Responsible, Respectful and Safe. To support student well-being, academic engagement, and in-person connection, all students are required to turn off ("Turned off" means unable to receive a signal), secure their cell phones, smartwatches/glasses, and earbuds/headphones in a Yondr pouch each day upon arrival.

Why This Policy Matters

This policy reflects a growing body of evidence and district-wide priorities—emphasizing the negative impact of mobile device use on student focus, mental health, and classroom climate.

Daily Procedure

Arrival:

- Upon entering class, students must turn off all personal electronic devices—including cell phones, smartwatches/glasses, earbuds/headphones—and securely place them in their Yondr pouch.
- The Yondr pouch is designed to lock devices during the school day to prevent distractions and disruptions.

Compliance Checks:

- At the start of each class period, staff will conduct a visual compliance check.
- If a student is unable to present their pouch with devices secured, they will be sent to the Main Office to receive a "No Pouch" Ticket.
- This ticket must be shown to all teachers for the remainder of the school day.

Dismissal:

- Students will unlock their Yondr pouches at the end of the school day, either in their last period class or at the designated unlocking stations after school concludes or retrieve their devices before leaving campus.

Exceptions

- Administrative permission in writing must be obtained in advance for any student needing device access during the school day (e.g., medical needs or special instructional activities).
- Devices may not be used as cameras, audio/video recorders, or communication tools during the day unless explicitly permitted.

Violation Policy

Offense

Consequence

If a student has their phone, smartwatch/glasses, and/or earbuds/headphones (or other listening devices) outside of their Yondr pouch during the school day without prior written notice from Peterson's Administrative team, the following progressive discipline action shall take place.

1st Violation

(Tier 1) verbal warning and re-Yondr the device.

2nd Violation

Cell phone and other electronic devices shall be confiscated and sent to the Main Office. Student may retrieve the device from the Main Office at the end of the school day. Parents will be contacted.

3rd Violation

Cell phones and other electronic devices shall be confiscated and sent to the Main Office. The device will be held until retrieved in person by a parent or guardian.

4th Violation & Beyond

Administrative conference and progressive disciplinary action may be taken, including but not limited to - possible detention, behavior contracts, or loss of privileges.

Safety & Responsibility

- Devices are brought to campus at the student's own risk.
- Peterson Middle School is not responsible for lost, stolen, or damaged electronic items.
- Students must maintain clear hearing at all times for emergency alarms and adult instructions.
- Tampering with Yondr pouches or using alternate devices will be considered a violation of school rules.
- Any damage to the Yondr pouch (cutting the pouch or breaking the locking mechanism) will be the students' responsibility to replace. Each Yondr pouch costs \$30.

PHOTOS/VIDEOS

Students are not permitted to take or share photos of themselves or others on electronic devices during the school day. Taking, sharing or possessing photos or videos of child pornography or other illegal activity are subject to school disciplinary consequences and reported to the Sunnyvale Department of Public Safety. Students may be cited according to the law.

ACADEMIC INTEGRITY POLICY

Cheating is engaging in any form of academic dishonesty. This includes students using AI without permission or copying others' work. Cheating or plagiarism of any form is not tolerated. Students caught cheating may be subject to the following disciplinary consequences:

- At teacher discretion, a zero on the assignment
- Parent phone call from the student's teacher
- Administrative action

DISTRACTING ITEMS POLICY

Toys or items that serve as distractions to learning are not permitted on the school campus during the school day. If any staff member sees a toy or item they feel is a distraction to learning, they will confiscate it and return the item in accordance with Peterson's discipline policy.

DRESS CODE POLICY

Students and their families hold the primary responsibility in determining students' personal attire, hairstyle, jewelry, and personal items (e.g. backpacks, book bags). However, the school is responsible for ensuring that student attire, hairstyle, jewelry, and personal items do not interfere with the health or safety of any student/staff and do not contribute to a hostile or intimidating environment for any student/staff.

Universal Dress Code

Students must wear:

- Top (shirt, sweater, sweatshirt, tank, etc.)
- Bottom (pants, shorts, skirt, dress, etc.)
- Appropriate footwear
 - closed-toed shoes for science/culinary labs, athletic shoes for PE
- Hats and other headwear must allow the face to be visible to staff, and not interfere with the line of sight of any student or staff.
- Hoodies must allow the face and ears to be visible to school staff.

There may be additional student attire requirements when necessary to ensure safety in certain academic settings like PE, science, or culinary courses.

Students may not wear clothing, jewelry, or personal items that:

- Are pornographic, contain threats, or promote illegal or violent conduct such as gangs or the use of weapons, drugs, alcohol, tobacco, or drug paraphernalia
- Demonstrate hate group association/affiliation and/or use hate speech targeting groups based on race, ethnicity, gender, sexual orientation, gender identity, religious affiliation, or other protected groups
- Intentionally show private parts (nipples, genitals, buttocks). Clothing must cover private parts in opaque (not able to be seen-through) material
- Cover the student's face to the extent that the student is not identifiable (except clothing/headgear worn for a religious or medical purpose)

Enforcement

Staff will use reasonable efforts to avoid dressing-coding students in front of other students.

Typical consequences for violating this policy include contact with the parent/guardian or a conference, and the directive to cover, change, or remove the noncompliant attire. A student may be instructed to leave their classroom briefly to change clothes.

ELECTRONIC DEVICES

No electronic handheld gaming systems or devices are allowed to be brought to school or used during the school day. If a student uses such an electronic device during school, it will be confiscated and returned in accordance with Peterson's Discipline Policy.

ELECTRIC SCOOTERS

Students must adhere to the state and local safety and legal regulations. Students cannot ride an electric scooter on the sidewalk and cannot exceed 15 mph on roadways. Students are not allowed to have a passenger, and anyone under 18 must wear a helmet at all times.

EXTORTION, BLACKMAIL, AND ROBBERY

State law requires the principal to recommend a student for an expulsion hearing for robbery, extortion or blackmail.

FIGHTING

You are encouraged to discuss conflicts involving other students with your counselor, teachers, or vice principal. Generally, when two students get together, away from the influence of their peers, they are able to problem solve most situations. The vice principal and counseling staff are available to support students in working to resolve differences. However, if a fight occurs, all participants, including bystanders who provoke and encourage such behavior, can be suspended and if necessary, cited by the police. **Any student that video records a fight, sends a video to another student, or posts/shares on any social media platform with the intent to provoke and encourage such behavior, may be suspended for a minimum of one day.**

GAMBLING

Any form of gambling will not be tolerated.

GIVING FALSE INFORMATION

Students are to identify themselves to all school employees correctly. Students are not to forge notes nor falsify any information concerning the school. Giving false information to a staff member will result in a consequence.

GUM AND SUNFLOWER SEEDS

Students are not to chew gum or bring sunflower seeds to school. Students may be asked to participate in campus beautification duties as a restorative practice.

HAZING

It is against the law (Educational Code 32051) for a student to engage in any hazing activity, threaten to engage in any activity or aid in any activity that is likely to cause bodily harm or personal degradation to another student. Threats of hazing should be immediately reported to the office.

LOITERING

Students are not to loiter in front of the school, near the office, in the faculty parking lot, or in the parking lot in front of the gym 20 minutes after school hours. Loitering is also prohibited in the locker corridors and around the bicycle rack area. School administration requires that all students be picked up within 20 minutes of the end of the school day unless they are involved in a supervised after-school or academic activity. In addition, it is recommended that students are not dropped off before school earlier than 8:00 am. Supervision is not available until 8:10 a.m.

PROFANITY

Students are not to use profane or vulgar language. Swearing will not be tolerated. Circumstances will determine the severity of the consequence.

REFUSAL TO OBEY SCHOOL AUTHORITY—DEFIANCE

Students are expected to follow instructions from teachers and staff. If a student disobeys any school employee either by action or word, they shall be subject to disciplinary action.

THEFT

Students are responsible for taking care of their own possessions. Lockers should be secured, and only necessary school items kept in them. **Do not leave valuable items or money in lockers. Do not leave personal items or backpacks unattended.** Make sure bikes are locked to the bike rack. If you are a victim of a theft, notify the office and fill out a stolen property report. Theft is a serious violation of the law and will be dealt with severely.

VANDALISM/TAGGING

Permanent markers are not permitted on campus. Writing on the walls or destroying school property or the property of others will not be tolerated. Sunnyvale Department of Public Safety may be contacted, and you may be required to pay fines and or restitution, as well as disciplinary action taken.

ALCOHOL/DRUGS/WEAPONS

The possession, use or sale of any weapon or device that may be used to harm others (including imitation firearms) is prohibited by California Education Code Sections 48900 and 48915.

The possession, use or sale of any controlled substance (including edibles) or paraphernalia (pipes, lighters, vape pens, etc.) is also prohibited by California Education Code Sections 48900 and 48915. Any involvement in such activity shall result in a possible suspension, intervention course, and/or possible expulsion from the school or district.

Students who know of anyone in possession of any weapons/controlled substances or have information about any weapons/controlled substances being on campus should report to an administrator immediately.

STUDENT ACTIVITIES

To learn about after-school care, see SCUSD's [Expanded Learning After School Programs on the SCUSD website](#).

There are numerous clubs, activities, and programs offered throughout the year for students to participate in after school. Activities are available to students who are making sufficient academic progress and demonstrating good citizenship.

A great deal of emphasis is placed on student activities at Peterson. We encourage all our students to engage in a variety of activities offered. Students who participate in any activity can develop a closer connection to the school and, in turn, form feelings of commitment and pride for Peterson.

Students should listen carefully to daily announcements and check the school website for information regarding school events and student activities.

AFTER-SCHOOL CLUBS

Peterson Middle School offers a variety of after-school clubs. Students are encouraged to join a club. More information regarding clubs will be shared with students at the beginning of the school year.

ASSEMBLIES

Assemblies are scheduled throughout the year. Students must be seated in assemblies by class and will be monitored by their teachers. **Appropriate audience behavior is expected.**

DANCES AND SOCIALS

School dances and socials occur throughout the year. The ASB students assist in the planning process. Specific dates will be included in the daily announcements. These dances are for Peterson students only. Students may lose the privilege of attending dances or socials due to issues with behavior or attendance. A student may be removed from the dance and be picked up early at an administrator's discretion. Students must be picked up immediately following the dance or social.

END OF THE YEAR ACTIVITIES

Attending year-end activities is a privilege. The criteria to attend Student Recreation Day, the 8th Grade Promotion Social, and/or the 8th Grade Promotion Ceremony are the following:

1. Positive Behavior
2. Positive Academic Standing
3. Satisfactory Attendance

Parents will be informed if their child is not participating in one or more of the end-of-year activities. Students not attending will remain on campus to complete their regular schoolwork.

- **Student Recreation Day**

- Student Recreation Day-is tentatively scheduled for the end of the school year. Teachers and staff set aside time to reward students.

- **8th Grade Promotion Social (8th Grade Students Only)**

- The 8th Grade Promotion Social is held the evening before the last day of school.

- **8th Grade Promotion Ceremony**

- At the end of the year, Peterson has a Promotion Ceremony for the eighth-grade students. This is a special ceremony for all eighth-grade students, along with their parents and families, who are invited to attend.

LUNCHTIME ACTIVITIES

Peterson Students may plan lunchtime competitions and activities or participate in a school-organized activity. We expect students to be respectful, responsible, and safe during lunchtime activities. If students are unable to demonstrate cooperative behaviors or make unsafe choices, they may be restricted from participating in the activity.

ATHLETIC TEAMS

Peterson Middle School is very fortunate to have competitive sports teams in volleyball, basketball, tennis, soccer and track. District transportation is only provided to games or off-site practices. Students must maintain a minimum GPA of 2.0 to participate in sports. Please note if your child is absent from school, they may not attend sports activities, including practices and games. Students who are absent due to illness or considered "unexcused" shall not participate or attend a school-sponsored athletic event on the day of the absence.

STUDENT LEADERSHIP/ASB

Representatives from the 6th/7th/8th grade core classes make up Peterson's Associated Student Body. These students help plan lunchtime activities, dances, socials, and special day activities.

YEARBOOK

A student team creates an annual yearbook. Yearbooks must be purchased, and are distributed the last week of school.

PETERSON ACADEMIC VOCABULARY LIST AND DEFINITIONS

Analyze: To separate into smaller parts and examine for meaning

Apply: To put to use

Claim: A statement that may be called into question

Evaluate: To judge or determine the worth or value of something

Evidence: Supporting data; proof

Explain: To make clear or understandable

Identify: To name, label, or recognize

Interpret: To show meaning by using your own words

Model: A demonstration or example

Simplify: To make easier to understand

Summarize: To state briefly without losing meaning

2026-2027 PETERSON DAILY BELL SCHEDULES

Monday, Tuesday, Thursday, Friday		Wednesdays and Minimum Days/Early Out Thursdays	
1 st Period	8:30-9:20	1 st Period	8:30-9:10
2 nd Period	9:25-10:15	2 nd Period	9:15-9:55
Brunch	10:15-10:30	Brunch	9:55-10:10
3 rd Period	10:30-11:20	3 rd Period	10:10-10:50
4 th Period	11:25-12:15	4 th Period	10:55-11:35
Lunch	12:15-1:00	Lunch	11:35-12:20
SSR	1:00-1:15	5 th Period	12:20-1:00
5 th Period	1:15-2:05	6 th Period	1:05-1:45
6 th Period	2:10-3:00		

PETERSON CAMPUS MAP

Peterson Site Map

