Student Handbook



Simi Valley High School

5400 Cochran Street
Simi Valley, CA 93063
(805) 577-1400
svhs.simivalleyusd.org

2026-2027
Simi Valley Unified School District

Revised: July 8, 2026

Table of Contents

Table of Contents **2**
Principal's Message **6**
Mission, Vision, and Alma Mater **7**
Our Mission 7
Our Vision 7
Alma Mater 7
Bell Schedules **8**
TA Class and Flex 8
Directory of Contacts **10**
School Leadership and Support Staff 10
Student Services and Support Guide **11**
Where to Go for Help 11
Report a Concern Anonymously 11
Schoolwide Learning Outcomes **12**
Our Commitment 12
Effective Communicators 12
Self-Directed Life-Long Learners 12
Involved Community Members 12
Effective Problem Solvers 12
Proficient Technology Users 13
Duties of Students **14**
California Code of Regulations, Title 5, Section 300 14
Pioneer Expectations 15
Duties of Parents and Guardians **16**
Aeries 16
Attendance 16
Contact Information 16
Extracurricular Events 16
Safety 17
Annual Notice and Student/Parent Rights **18**
Communication and Problem-Solving **19**
Questions About Grades 19
School Communication 19
Counseling Office **21**

Scheduling and Class Changes 21
Advanced Classes 22
Career Pathways 22
Attendance Office 23
Excused Absences 23
Unexcused/Personal Absences 24
Procedure for Clearing Absences 24
Attendance Corrections 24
Excessive Absences 25
Doctor's Note Requirement 25
Tardy Policy 26
Release from Campus 28
Conditions for Releasing Students to an Emergency Contact 28
Conditions for Releasing Students Without Parent/Guardian Present 28
Health Office 30
Health Services 30
Returning to School After an Injury, Significant Illness, or Surgery 30
Medications at School 30
Medication Drop-Off 31
Health Office Procedures & Reminders 31
Library 32
Library Services and Access 32
Book Checkout 32
Textbooks & Laptops 32
Textbooks 32
Laptops 32
Laptop Care 33
Daily Use 33
Academic Support and Tutoring 33
Associated Student Body (ASB) Office 34
Office Hours 34
Student Store 34
Associated Student Body (Student Government) 34
Clubs & Organizations 34
ASB, Fundraising, and Approved Activities 34
Athletics 36
Student Insurance 36

Athletic Teams 36
Extracurricular Involvement **37**
Selection-Based Programs, Teams, and Activities 37
Athletic and Performance Activity Code 37
Extracurricular Activities Eligibility 37
Extra- and Co-Curricular Participant Regulations 38
Event, Activity, and Senior Contracts 38
Senior Class Activities 38
Campus Policies **39**
Closed Campus 39
Student IDs, Stickers, and Digital Passes 39
Upperclassmen Lunch Pass 40
Free Period 40
Drug-Free School 40
Visitors 41
Visitor and Spectator Conduct 41
Student Parking 41
Eighteen-Year-Old Policy 42
Item Drop-Offs and Deliveries 42
Personal Property 43
Lockers 43
Discipline and Behavior **44**
Procedures for Disciplinary Action 44
No Contact Agreement 44
Detention Policy 44
Administrative “U” / Administrative Unsatisfactory Citizenship Status 45
Sexual Harassment Policy 45
Nondiscrimination, Harassment, Intimidation, and Bullying Policy 46
Dress Code 46
Students Must Wear 47
Students May Not Wear 47
Additional Guidelines 47
Enforcement 48
Search and Seizure 48
Restricted Items 48
Safe Harbor Provision 49
Technology Monitoring and Privacy Notice 49

Phone/Personal Device Policy 49
Recording, Photos, and Video 50
Academic Honesty Policy 51
Consequences for Violations 52
Handbook Disclaimer **53**

Principal's Message

Dear Students and Parents,

Simi Valley High School, established in 1920 as the first high school in the district, has a long-standing tradition of excellence. Our mission is to provide a safe, inclusive, and connected environment where all students can learn at high levels. With a commitment to preparing students with the knowledge, skills, integrity, and character necessary to become successful and productive individuals, we take great pride in the collaborative efforts of our students, staff, parents, and community.

At SVHS, we aim to equip our students with the skills needed to succeed in both college and their future careers. We accomplish this by offering a wide range of programs and activities designed to help each student develop to their full potential. While academic achievement is crucial, we believe that involvement in co-curricular activities is equally important. Such participation helps students build interpersonal, leadership, time management, and communication skills, which are essential for success beyond the classroom.

To truly benefit from your education, you need to commit to taking full advantage of what Simi Valley High School has to offer. The school's legacy of achievement relies on your dedication and enthusiasm to actively contribute to and uphold this tradition of excellence. Despite our ongoing success, we always strive to become even better. This requires your active participation and willingness to share ideas as part of a team committed to excellence.

I encourage you to immerse yourself in all the opportunities available at SVHS. By doing so, you will not only enjoy a rewarding high school experience but also be well-prepared for the future. I look forward to the coming school year and to supporting you in achieving your goals.

Sincerely,

J.C. Baxter, Principal

Mission, Vision, and Alma Mater

Our Mission

To provide a safe, inclusive, and connected environment where all students can learn at high levels.

Our Vision

To be the leading institution where every student discovers their best self.

Alma Mater

(Tune: “Cornell”)

Hail to thee, O Simi High School,
We’ll be ever true
To your honors and traditions,
True our whole lives through.

Hail to thee, O Simi High School,
Hear this song we raise.
We will cherish your dear memories,
All our livelong days.

Bell Schedules

Simi Valley High School generally follows an A/B block schedule with an Anchor Day schedule on most Fridays. Bell schedules may be modified for holidays, testing, rallies, assemblies, minimum days, finals, special events, or other school needs. Students and families should refer to the SVHS website and school-approved communication systems for the most current bell schedule information. Students are expected to arrive on time and attend all assigned classes, TA Class, Flex, and scheduled school activities.

Monday A Day		Tuesday B Day		Wednesday A Day		Thursday B Day		Friday Anchor Day	
Period	**Time**	**Period**	**Time**	**Period**	**Time**	**Period**	**Time**	**Period**	**Time**
1	8:30 - 10:00	2	8:30 - 10:00	1	8:30 - 10:00	2	8:30 - 10:00	Staff Mtg	8:00 - 8:50
TA Class	*10:07 - 10:37*	*Flex*	*10:07 - 10:37*	*Flex*	*10:07 - 10:37*	*Flex*	*10:07 - 10:37*	1	9:00 - 9:44
Break	10:37 - 10:44	Break	10:37 - 10:44	Break	10:37 - 10:44	Break	10:37 - 10:44	2	9:51 - 10:35
3	10:51 - 12:21	4	10:51 - 12:21	3	10:51 - 12:21	4	10:51 - 12:21	Break	10:35 - 10:40
Lunch	12:21 - 12:56	Lunch	12:21 - 12:56	Lunch	12:21 - 12:56	Lunch	12:21 - 12:56	3	10:47 - 11:31
5	1:03 - 2:33	6	1:03 - 2:33	5	1:03 - 2:33	6	1:03 - 2:33	4	11:38 - 12:22
7	*2:40 - 3:30*	*7*	*2:40 - 3:30*	*7*	*2:40 - 3:30*	*7*	*2:40 - 3:30*	Lunch	12:22 - 12:57
TA Class is a mandatory class, and attendance will be taken. Students will meet with their Teacher Advisor (TA). ***Flex*** is a mandatory class, and attendance will be taken. Students will make an appointment through the Minga Flex module or another school-approved system to meet with one of their assigned teachers.								5	1:04 - 1:48
								6	1:55 - 2:39
								7	*2:46 - 3:30*

0 (Zero) period is scheduled before the regular school day: Monday-Thursday 7:20 - 8:20 AM

TA Class and Flex

Teacher Advisement (TA) Class and Flex are part of the regular school schedule at Simi Valley High School. Attendance is required for both TA Class and Flex.

TA Class usually takes place on Mondays. Flex usually takes place on Tuesdays, Wednesdays, and Thursdays. Schedules may vary for special events, testing, minimum days, finals, or other school needs.

TA Class is a required advisory period. Students meet with their Teacher Advisor, also known as their TA teacher. Attendance is taken during TA Class. During TA Class, students may

receive school information, complete required school activities, and sign up for Flex using the Minga Flex module or another school-approved system.

Flex is a required period that gives students time for academic support, make-up work, test make-ups, teacher-requested support, study time, or other school-approved activities. Students are responsible for signing up for Flex each week during TA Class using the Minga Flex module or another school-approved system.

Students must attend the Flex session they selected or were assigned/requested to attend by a teacher. Students who do not sign up for Flex, sign up for one session but attend another, or do not attend their assigned/requested session may be marked absent.

Students should not rely on teachers to add them to Flex unless directed by school staff. Students who have difficulty accessing Minga or signing up for Flex should seek assistance from the ASB Office or appropriate school staff.

Directory of Contacts

School Leadership and Support Staff

Name / Position:	Email:	Extension:
John C. Baxter, Principal	johnc.baxter@simivalleyusd.org	x6706
Brian Cox, Assistant Principal	brian.cox@simivalleyusd.org	x6712
Dr. David Jones, Assistant Principal	david.jones@simivalleyusd.org	x6742
Allison McMartin, Assistant Principal	allison.mcmartin@simivalleyusd.org	x6708
Kyle Stransky, Assistant Principal	kyle.stransky@simivalleyusd.org	x6710
Lisa Hotz, Counselor	lisa.hotz@simivalleyusd.org	x6723
Ila Laguercia, Counselor	ila.laguercia@simivalleyusd.org	x6723
Holly Pike, Counselor	holly.pike@simivalleyusd.org	x6723
Alejandro Rodriguez, Counselor	alejandro.rodriguez@simivalleyusd.org	x6723
Christopher Schurer, Counselor	christopher.schurer@simivalleyusd.org	x6723
Joelle Cardona, Athletic Director	joelle.cardona@simivalleyusd.org	x6738
Garrett Pendleton, Asst. Athletic Director	garrett.pendleton@simivalleyusd.org	x6738

Student Services and Support Guide

Where to Go for Help

Need Help With:	Go To:
Sick While at School	Health Office
Student Check Out	Attendance Office
Schedule Changes	Counseling Office
Lost and Found	Library
Locker Problems	Library
Transcripts	Registrar in Counseling Office
Lunch Stickers	ASB Office
Free Period Stickers	ASB Office
Replacement ID Cards	ASB Office
Athletics, Clubs, and Activities	ASB Office
Work Permits	Work Experience Office, Room K-3
College and Careers	College Career Center

Report a Concern Anonymously

Have a safety concern or want to report something anonymously? Submit a report through the WeTip hotline, or contact the school directly at (805) 577-1400 for non-anonymous assistance.

Schoolwide Learning Outcomes

Our Commitment

By the time students graduate, 100% of Simi Valley High School students will complete at least one college-level course with a grade of “C” or higher.

Effective Communicators

Simi Valley High School students will**:**

- Read, write, speak, and listen critically and logically.
- Express an opinion and provide an appropriate rationale in support of their position.
- Convey, receive, and interpret messages clearly.

Self-Directed Life-Long Learners

Simi Valley High School students will**:**

- Set personal goals and develop plans to meet them.
- Demonstrate an awareness of and make use of resources in order to make informed decisions and develop responsible habits.
- Demonstrate on-time attendance and on-time performance.
- Exhibit attitudes and habits appropriate for successful employment.

Involved Community Members

Simi Valley High School students will**:**

- Demonstrate positive and productive citizenship.
- Demonstrate respect and tolerance of people’s differences.
- Demonstrate honesty, integrity, and respect for others.
- Demonstrate personal responsibility and respect for themselves.

Effective Problem Solvers

Simi Valley High School students will**:**

- Use a variety of learning strategies and thinking skills.
- Demonstrate a logical and effective approach to decision-making.

- Can evaluate ethical dilemmas and explain in a positive and productive way the consequences of an individual's actions.

Proficient Technology Users

Simi Valley High School students will**:**

- Use technology to acquire, evaluate, organize, manipulate, interpret, and communicate information.
- Adapt and integrate various emerging technologies.

Duties of Students

California Code of Regulations, Title 5, Section 300

Every student shall attend school punctually and regularly; conform to the regulations of the school; obey promptly all the directions of his/her teacher(s) and others in authority; observe good order and propriety of deportment; be diligent in study; be respectful to his/her teacher(s) and others in authority; be kind and courteous to school mates; refrain from the use of profane and vulgar language.

Pioneer Expectations

As a Pioneer, you are expected to adhere to the following expectations:

Pioneer Expectations	Classrooms	Common Areas, Bathrooms & Eating Areas	Extracurricular Events & Field	Technology & Digital Devices
RESPECTFUL **Be kind**	• Try your best • Listen without judgment • Embrace each others' differences	• Follow the "Golden Rule" • Show consideration for others • Encourage others to clean up their spaces	• Treat visitors as guests • Sport a winning attitude • Show school spirit • Interact positively and supportively	• Use social media for positive purposes • Be considerate of others' digital voice • THINK (is it true, helpful, inspiring, necessary, kind?) about technology and social media
RESPONSIBLE **Have integrity**	• Complete your own work • Stay on task • Engage in academic honesty • Be accountable for your education	• Keep it clean and help keep SVHS beautiful • Use passes and facilities as intended • Drink and eat in designated areas	• Clean up after yourself • Follow event and ticket guidelines • Represent SVHS well	• Silence and store all phones, headphones, earbuds, etc. • Cite your sources • Work on teacher-approved websites only • Use AI only to enhance your learning
READY **Be prepared**	• Be on time and prepared to learn • Bring all materials to class • Engage in each lesson	• Go-Flush-Wash-Go • Use passing time to take care of personal needs	• Enter through approved access points • Present digital ASB/ticket • with your ID	• Bring your device charged and keep in good condition • Monitor due dates for assignments
SAFE **See something, say something**	• Attend to classroom instructions and morning announcements • Dress appropriately for class • Follow emergency procedures • Keep aisles free of clutter	• Use appropriate language • Always have your student ID with you • Use caution in the parking lots • Leave prohibited items at home	• Care for yourself, others, and school property • Be mindful of personal space • Alert an official of unsafe or dangerous situations	• Keep devices and passwords secure • Do not share devices • Be aware of your digital footprint • Ask permission for all recordings and photos

Duties of Parents and Guardians

For purposes of school communication and student records, “parent/guardian” includes a natural parent, adoptive parent, legal guardian, or other person authorized under applicable law and district procedures.

The active involvement of parents/guardians is critical to student success. Simi Valley High School values a strong home-school partnership and seeks to work collaboratively with families to support student learning, attendance, safety, and school involvement.

Aeries

Parents/guardians are responsible for monitoring their student’s academic progress. Aeries is the primary communication tool for SVUSD schools. Check Aeries regularly and contact your student’s teachers regarding any concerns or questions.

Attendance

Parents/guardians are responsible for excusing their student’s absence within a five (5) day period by emailing, calling, or sending a signed note with the student to the Attendance Office. See the Attendance Policy for further details. Parents/guardians are responsible for ensuring that their student arrives at school on time and ready to learn.

Contact Information

Parents/guardians are responsible for notifying the school of any changes to living and/or mailing addresses, phone numbers, or emergency contacts. Changes can be made in Aeries or by completing an Emergency Contact Information Form available in the Main Office.

Extracurricular Events

Parents/guardians and spectators should interact positively and supportively with students, staff, game officials, security, administration, and other attendees. Extracurricular event rules apply to all attendees.

Safety

“See Something/Say Something” applies to everyone affiliated with Simi Valley High School. If you have information regarding a safety concern, please contact the administration office immediately. If you do not feel comfortable speaking directly to an administrator, you may submit an anonymous tip through the WeTip hotline.

Annual Notice and Student/Parent Rights

This handbook is intended to summarize site expectations and procedures. It does not replace SVUSD Board Policy, Administrative Regulation, the SVUSD Annual Parent/Guardian Notification, or applicable state and federal law. In the event of a conflict, applicable law, Board Policy, Administrative Regulation, and district procedures will control.

Families are encouraged to review the district's annual notice for information regarding student and parent/guardian rights, including but not limited to nondiscrimination, student records, health services, attendance, special education, English learner services, foster youth, students experiencing homelessness, pregnant and parenting students, Title IX, Uniform Complaint Procedures, and other complaint processes.

Communication and Problem-Solving

Simi Valley High School encourages students and families to address questions or concerns at the level closest to the issue whenever appropriate. Students are encouraged to speak with their teacher, coach, advisor, counselor, or staff member first when they have a question about a class, assignment, grade, activity, team, or program. This helps students build communication, self-advocacy, and problem-solving skills.

Parents/guardians are encouraged to contact the teacher, coach, advisor, counselor, or staff member directly before contacting administration, unless the concern involves student safety, discrimination, harassment, bullying, retaliation, or another urgent matter. If the concern is not resolved after direct communication, families may contact the appropriate counselor, assistant principal, athletic director, or administrator for support.

This process is intended to support timely communication and problem-solving. It does not limit a student's or parent/guardian's right to report safety concerns, discrimination, harassment, bullying, retaliation, or other concerns through district complaint procedures or other legally protected processes.

Questions About Grades

Questions about grades should be directed first to the teacher of the course. Teachers are responsible for determining student grades based on course expectations, assignments, assessments, and grading procedures. Consistent with California Education Code 49066, a teacher's grade determination is final unless there is a clerical or mechanical mistake, fraud, bad faith, or incompetency. If a concern remains after speaking with the teacher, the student or parent/guardian may contact the appropriate administrator for review consistent with school and district procedures.

School Communication

School-related communication between staff, students, coaches, advisors, and families should occur through district-approved communication systems, school email, school phones, or other approved school platforms. SVHS may use systems such as ParentSquare, StudentSquare, Minga, Aeries, or other district-approved tools for school communication, activity information, attendance, tickets, passes, and notifications.

Staff, coaches, advisors, and students should not use personal cell phone numbers, personal text messaging, personal social media accounts, or non-approved messaging apps for school-related communication unless specifically authorized by school or district procedures. Students and families are responsible for monitoring school-approved communication systems and keeping contact information current in Aeries.

Counseling Office

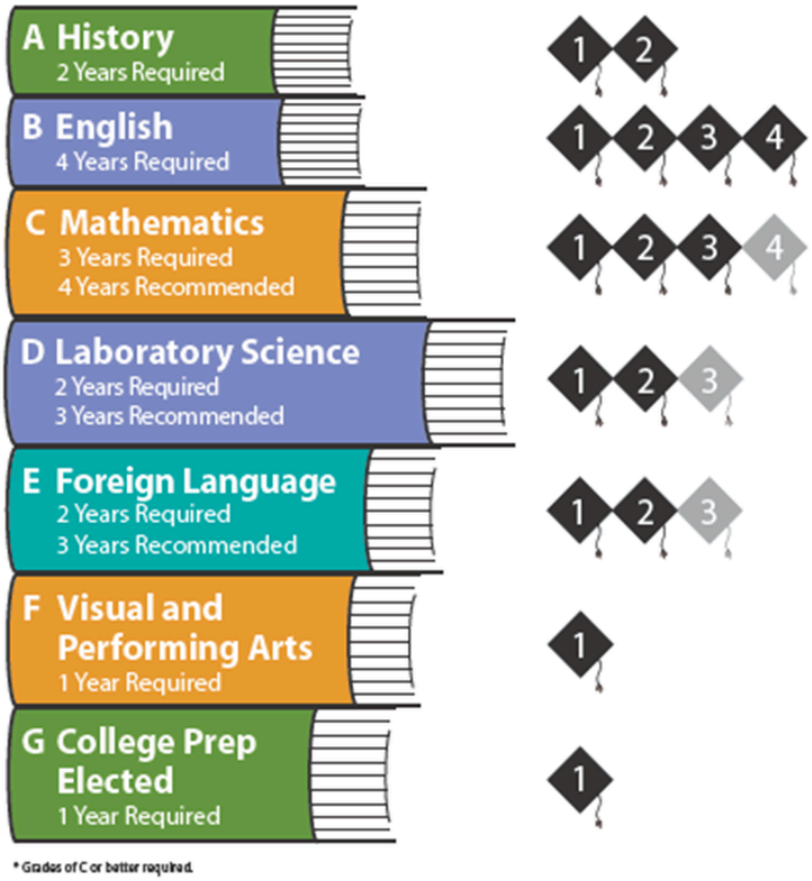
The counseling office provides many services for students, including class scheduling, standardized testing advisement, transcripts, graduation requirements, referrals to Simi Institute or Apollo, letters of recommendation, Naviance guidance, and much more.

Students can email their counselors anytime for help or to schedule an appointment during school hours, excluding lunchtime. The counseling secretary is available to help make appointments or arrange for the counselor to send a summons from class.

Scheduling and Class Changes

Counselors work diligently to ensure students are in the right classes on the first day of school. They provide guidance on selecting appropriate courses to meet SVHS graduation and post-secondary requirements. Student input on schedules is gathered each spring through meetings and a course request process.

Schedule changes are made only for limited reasons, such as when a student already completed the class, is placed in the incorrect grade level or course level, has a missing course, or needs a change to meet graduation, college, program, or placement requirements. Changes are not made for class period preference, teacher preference, friend preference, or general preference for a different section.



Students or parents/guardians who have a concern involving student safety, harassment, bullying, discrimination, retaliation, disability accommodations, or another serious issue should report the concern to the counselor,

administrator, or appropriate school staff for review through the appropriate school or district process.

Advanced Classes

Students are encouraged to consider Advanced Placement (AP) and Honors courses when appropriate for their academic goals, preparation, and post-secondary plans. Enrollment is subject to course availability, scheduling, graduation requirements, and district/site course placement procedures.

For students who are enrolled in Advanced Placement (AP) or Honors courses and seek to drop these courses when the new year begins, a specific process must be followed. This process ensures that students, families, and teachers have communicated and examined every option for success in the course. For questions regarding this, students may inquire with their counselors and the Assistant Principal of Curriculum and Instruction's office.

Career Pathways

Simi Valley High School offers Career Technical Education (CTE) Pathways. The pathways include a sequence of academic and career technical coursework where students explore careers and obtain technical training to prepare for life after high school, either in college or the workplace. Current pathway offerings may include Automotive, Biotechnology, Dance and Choreography, Entrepreneurship, Medical Health Careers & Patient Care, Software & Systems Development, Video Production, Woodworking, and other pathways as available. Visit the SVHS Career Pathways website for the most current information.

Attendance Office

The Simi Valley Unified School District attendance policy, including BP/AR 5113 – Absences and Excuses, outlines the importance of regular attendance for all students. Excused absences are governed by California Education Code 48205 and applicable SVUSD Board Policy and Administrative Regulation.

Excused Absences

The following reasons are considered excused absences when verified consistent with district procedures:

- Illness, including mental or behavioral health
- Quarantine under the direction of a county or city health officer
- Medical, dental, optometric, or chiropractic appointments
- Funeral services or grief-related absence for an immediate family member, consistent with California law
- Jury duty
- Court appearances, when verification is provided
- Religious holidays, ceremonies, instruction, or retreats consistent with law
- School-sponsored events or events approved by the Principal or Principal's designee
- School Attendance Review Board (SARB) meetings
- College visits, when pre-approved and verified
- Caring for an ill child if the student is the custodial parent
- Confidential medical services, as permitted by California law
- Civic or political events, as permitted by California law
- Cultural ceremonies or events
- Naturalization ceremonies or immigration-related appointments, when applicable
- Attendance at an employment conference
- Attendance at an educational conference on the legislative or judicial process offered by a nonprofit organization
- Participation in military entrance processing
- Spending time with an immediate family member who is an active duty member of the uniformed services and has been called to duty, is on leave from, or has returned from deployment
- Other justifiable personal reasons or exceptional circumstances approved by the Principal or Principal's designee

Unexcused/Personal Absences

The following reasons are generally considered unexcused or personal absences:

- Personal business, such as oversleeping, car trouble, family business, or vacations
- Other reasons not recognized as excused under California law, SVUSD policy, or school procedures

Vacations or extended trips are not excused absences. While unexcused absences are not always the same as truancies, they may affect a student's ability to make up missed work and may result in attendance interventions.

Procedure for Clearing Absences

Absences must be cleared within five school days from the first day of the absence to avoid being marked as unexcused or truant.

Parents/guardians may clear an absence by:

- Completing the Absence Reporting Form on the SVHS website
- Calling the Attendance Office during school hours at (805) 577-1400 x6721 or x6722
- Leaving a voicemail before or after school hours
- Emailing the Attendance Office through the school website
- Sending a signed note with the student to the Attendance Office when the student returns to school

Absence notifications must include:

- Student's first and last name
- Parent/guardian first and last name
- Parent/guardian relationship to the student
- Date(s) of the absence(s)
- Reason for the absence
- Parent/guardian phone number for verification
- Parent/guardian signature, if submitting a written note

Attendance Corrections

Students and families are encouraged to check Aeries regularly for attendance accuracy. If a student believes they were marked absent or tardy by mistake, the student should pick up an Attendance Correction Slip from the Attendance Office and ask the teacher to verify the correction.

Flex attendance corrections must also be verified by the teacher. If a student is marked absent for Flex because they did not sign up, signed up for one session but attended another, or attended a session without being properly assigned or requested, the student is responsible for following the attendance correction process.

Make-Up School Work

- For absences less than three days, students should check with classmates, ask teachers, or visit the teacher's website for missed assignments.
- For absences of three or more days, homework requests can be made through the Health Office or directly from teachers via email.
- Students have the same number of days as their absence to complete missed homework and in-class work for excused absences.
- Assignments given before the absence are still due on their original due dates.
- Teachers are not required to provide make-up work or allow tests for unexcused absences.

Excessive Absences

Teachers may fail any student who accrues a total of seven (7) unexcused absences in a single semester. Teachers will ensure that both the student and parent/guardian receive written or verbal notice after the 4th unexcused absence, informing them of the fail policy for accumulating seven (7) or more unexcused absences.

After the 7th unexcused absence, if the student is to fail the course, the parent/guardian will be notified.

Students with excessive absences or truancies may be excluded from school activities, placed on attendance interventions, sent attendance or truancy notifications, and/or referred to the Student Attendance Review Board (SARB) and/or law enforcement.

Doctor's Note Requirement

Medical documentation may be required for illness-related absences lasting five or more consecutive school days or when a student demonstrates a pattern of chronic absenteeism, consistent with district procedures.

SVHS may also require medical documentation for additional illness-related absences when attendance concerns continue, when excessive absence notifications have been issued, or when documentation is needed to determine whether an absence may be excused.

Tardy Policy

Students are expected to arrive to class on time and be ready to learn. Tardies are excused only for doctor/dental appointments with a verified note from a medical office or court appointments with documentation. All other tardies are generally unexcused. Students who arrive less than five minutes late should report directly to class. Students who arrive five minutes or more late must check in through the Attendance Office and receive a pass before going to class.

Within each semester:

Progressive Discipline for tardies (The Policy)					
Number of tardies	***TEACHER action***	***ADMINISTRATOR action***	***STUDENT consequence***	**Required documentation**	**Parent notification type**
Tardies in a single class, resets at each semester					
1-3	Warning (verbal)	Automated Blackboard message	Warning from teacher		Blackboard message
4	Teacher choice: a written warning, reflection assignment, or teacher detention, etc. Contact parent, document in Aeries under Discipline	Automated Blackboard message	Written warning, reflection assignment, or teacher detention	Teacher: Aeries referral in Discipline: "tardy concern"	Automated Blackboard Teacher phone call
5+ (Or 1 Tardy 30+)	Referral on teacher Google Form including date of last parent contact Repeated verbal warnings and reminders to student of future consequences	Assign 30-minute lunch detention, Aeries referral in Assertive Discipline Parent/guardian contacted via Blackboard	30-minute lunch detention Signs tardy policy	Teacher: Google Form referral Admin: Assertive Discipline	Phone call via Blackboard Tardy policy sent home with student
10+ (Or 2 Tardy 30+)	Referral on teacher Google Form including date of last parent contact Repeated verbal warnings and reminders to student of future consequences	Assign 60-minute after school detention, Aeries referral in Assertive Discipline, potential loss of privileges Parent/guardian called, conference may be requested	60-minute detention Signs tardy policy and potential loss of privileges	Teacher: Google Form referral Admin: Assertive Discipline	Phone call from admin, possible conference Tardy policy sent home with student
15+ (Or 3+ Tardy 30+)	Referral on teacher Google Form including date of last parent contact Repeated verbal warnings and reminders to student of future consequences Reduction in work habits (common) or citizenship (less common) as appropriate	Assign any combination: Saturday School, parent chaperone, referral to SRO, student SART conference, loss of extracurriculars like dances, intramural sports, etc. Parent/guardian called, conference or SST Aeries referral in Assertive Discipline	Saturday School, parent chaperone, referral to SRO, student SART conference, and/or loss of extracurriculars like dances, intramural sports, etc. Conference Signs SART/tardy contract	Teacher: Google Form referral, and (optional) reduction of work habits or citizenship Admin: Assertive Discipline	Phone call from admin, possible parent chaperone, conference/SST SART contract sent home Information re: parent classes or additional resources sent home
Number of tardies	***TEACHER action***	***ADMINISTRATOR action***	***STUDENT consequence***	**Required documentation**	**Parent notification type**
Tardies in all classes, does not reset, must be "restored" through service such as Saturday School, etc.					
30+ total tardies (Or 6+ Tardy 30+ in all classes)		Assign any combination: Saturday School, parent chaperone, referral to SRO, student SART conference, loss of extracurriculars like dances, intramural sports, etc. Referral in Aeries Assertive Discipline. Parent contact.	Loss of extracurricular privileges like dances, rallies, assemblies, activities during school. Any combination of the following: Saturday School, parent chaperone, SST, referral to SRO, parent conference, SART conference, etc. Conference Signs SART/tardy contract	Admin: Assertive Discipline	Phone call from admin, possible parent chaperone, conference/SST SART contract sent home Information re: parent classes or additional resources sent home
Student may serve Saturday School to reduce tardy count by 4 for each day of service. Extracurricular privileges may be restored by admin approval when tardy count drops below 30 total class tardies.					

The tardy policy reflects SVUSD guidelines. Minor modifications to implementation may occur at the site level based on school-specific procedures and available interventions.

Release from Campus

Students are not permitted to leave campus during the school day without a valid pass. Students are released from the Attendance Office in the Main Office building. If a student needs to leave school early, a parent/guardian should contact the Attendance Office at least one hour before the requested release time whenever possible. Release from campus is allowed only for medical/dental appointments or other important business that cannot be handled after school hours. Released students are expected to return to campus immediately after their appointment if they are returning to school that day. Students who leave campus without following the check-out process or without an appropriate pass may be marked truant.

Parents/guardians may request an early release by completing the Early Release Form on the SVHS website, calling the Attendance Office, emailing the Attendance Office through the school website, or sending a signed note with the student.

Early release requests should include:

- Student's first and last name
- Parent/guardian first and last name
- Parent/guardian relationship to the student
- Parent/guardian phone number for verification
- Date and time of release
- Reason for release
- Whether the student will return to school that day

Students who are ill during the school day should report to the Health Office. Students should not use personal cell phones during class time to request early dismissal from a parent/guardian.

Conditions for Releasing Students to an Emergency Contact

- The adult must be the student's legal parent/guardian or listed in the student's Aeries emergency contact information.
- The adult must present a valid driver's license or other government-issued photo ID.
- The adult must complete and sign a student release form available in the office.

Conditions for Releasing Students Without Parent/Guardian Present

A written request from the legal parent/guardian must be sent in advance, including:

- Student's name and ID number

- Date and time of release
- Destination, such as home, doctor, or dentist
- Mode of transportation, such as walking or driving
- Contact phone number for the parent/guardian
- Parent/guardian’s signature and printed name

Proper verification of the written request must be made by Attendance Clerks. Email requests must come from the parent/guardian’s email listed in the student’s contact information. Nothing in this section limits a student’s rights under California law regarding release for confidential medical services.

Health Office

Health Services

Health services are supervised by a credentialed school nurse. Parents/guardians are urged to inform the school Health Office at extension 6719 of any medical or mental health issues, especially if they are long-term. This helps provide classwork or arrange Home/Hospital Teaching. A student must obtain a note from their teacher to visit the Health Office.

Returning to School After an Injury, Significant Illness, or Surgery

For students returning to school after an injury, significant illness, hospitalization, or surgery, a Re-Admission to School form must be completed and signed by the parent/guardian and health care provider. Students must check in with the Health Office before returning to class so that any necessary precautions, accommodations, recommendations, or restrictions can be reviewed and shared with appropriate staff.

A doctor's note or discharge paperwork may be attached to the Re-Admission to School form. If an Emergency Department visit was required, please provide documentation from the doctor or medical facility. The Health Office will coordinate with PE teachers, coaches, classroom teachers, and counselors as needed to support the student. Confidential medical information will not be shared except as necessary to implement school-related restrictions or accommodations.

Please provide updated information from follow-up visits with doctors or specialists. Once the student is cleared, provide the clearance note to the Health Office. The Health Office will update appropriate staff, document the information in Aeries, and maintain the information in the student's health file. Physician notes and clearances should be provided to the Health Office, not only to coaches or individual staff members.

Medications at School

Students may not carry, possess, or self-administer medication at school unless authorized under California law, district procedures, and required medical and parent/guardian authorization forms. This includes prescription and over-the-counter medication. Medication needed during the school day must have a completed Medication Authorization form signed by

the parent/guardian and licensed health care provider. Medications must be brought by a parent/guardian in the original container with the student's name and prescription or dosage instructions and will be stored in the Health Office, unless the student is authorized to carry and self-administer medication consistent with law and district procedures.

Students may carry and self-administer prescribed inhaled asthma medication or auto-injectable epinephrine only when the required authorization forms are completed and on file with the Health Office. Unauthorized possession of medication may result in disciplinary action.

Medication Drop-Off

A parent/guardian may bring an over-the-counter (OTC) medication to give to their student. It cannot be left with the front desk or Health Office without the parent/guardian present. The parent/guardian will need to provide identification.

Health Office Procedures & Reminders

- If a student has a chronic problem, please update their medical history in Aeries or put an end date if it is no longer an issue. For issues like stomach problems, migraines, or seasonal allergies, please provide recommendations that help at home in Aeries. If a student frequently visits the Health Office, a phone call to home may be necessary.
- Do not send a sick student to school, even if they do not have a fever.
- Update any phone number and/or address changes in Aeries. Ensure emergency contacts are up to date and add contacts who can pick up your student. A sibling over 18 can pick up a student if they are on the contact list. Anyone picking up a student must bring identification.

Library

Library Services and Access

The Simi Valley High School Library is a multifunctional space for students and teachers. It offers study areas, collaborative spaces, charging stations, and a wide variety of literature available for checkout. Printing may be available in the Library consistent with school and district procedures. Students may visit the library during free time, including lunch, but food and drinks are not allowed. During the school day, students must show a free period sticker or have a signed note or pass from their teacher to enter the library.

Book Checkout

Library books are checked out for three-week periods and can be renewed. Students are expected to return library books on time and may be responsible for lost, damaged, or overdue materials consistent with district procedures. Students must have ID cards to check out materials and use the Internet.

Textbooks & Laptops

Textbooks

Students are responsible for their textbooks and must return them at the end of the semester/year in the same condition they were received. If a textbook is damaged upon receipt, it must be reported and returned to the library immediately. If a textbook becomes unusable, damaged, lost, or vandalized, the student may be responsible for replacement or repair costs consistent with district procedures. Payment arrangements can be made in the Library.

Laptops

District-issued laptops are school property and are provided to students for educational use. Students are responsible for the care, security, and appropriate use of their assigned device, charger, case, and related accessories. Students must bring their assigned laptop to school each day fully charged and ready for instruction.

Laptop Care

Students may not remove protective cases, write on devices, place stickers on devices or cases, alter asset tags, share devices with other students, or use devices in a way that violates district technology expectations. Lost, stolen, damaged, or malfunctioning devices must be reported to the Library or school staff as soon as possible. Replacement chargers, cases, or related accessories may be available through the ASB Office or Library consistent with district procedures.

Daily Use

Students are expected to come to school each day with their assigned laptop fully charged and ready to use. Charging at school may be limited and should not replace charging the device at home each night. There are no loaner laptops available for regular student use. Students who repeatedly come to school without a charged laptop may be subject to school interventions or consequences consistent with classroom, school, and district procedures.

Optional device coverage may be available each year through the district-approved provider. Coverage details, purchase deadlines, covered items, exclusions, and costs are subject to change. Without applicable coverage, families may be financially responsible for loss, theft, or damage consistent with district procedures.

Academic Support and Tutoring

Academic support is available during Flex. Students can make an appointment using the Minga Flex module or another school-approved system with a teacher they need help from.

Tutoring is available from National Honor Society students. For more information about tutoring, contact the SVHS Library staff at 805-577-1400 x6747.

Associated Student Body (ASB) Office

Office Hours

Monday-Friday 7:30 a.m. – 3:30 p.m.
Please call and confirm office hours, as it may close early on days of athletic contests.
The ASB Office only accepts cash or credit cards.

Student Store

The Simi Valley High School Student Store sells P.E. clothes, school locks, as well as a variety of t-shirts, sweatshirts, and spirit items. Items can also be purchased from the online web store with a credit card and picked up in the student store. Student store hours are posted in the ASB office.

Associated Student Body (Student Government)

Elected and appointed officers in the ASB Student Government plan and approve all school activities. Officers serve a year-long term. Elections are held each spring. Visit the ASB office for information.

Clubs & Organizations

Simi Valley High School is proud to offer many student athletic teams, clubs, and organizations. Please visit the ASB Office or webpage for a list of organizations and to obtain information on meeting times.

ASB, clubs, and student organizations may have additional constitutions, bylaws, election procedures, financial procedures, or participation expectations approved by the school and district.

ASB, Fundraising, and Approved Activities

ASB, clubs, athletic teams, classes, and student organizations must follow school, district, ASB, and financial procedures for fundraising, purchases, deposits, student store operations, events, and use of student body funds. Fundraisers, events, sales, and activities must be

approved in advance through the appropriate school and district process. Staff, coaches, advisors, students, and parent groups may not conduct fundraisers, collect money, purchase items, or represent an activity as school-sponsored unless it has been properly approved.

Simi Valley High School follows district procedures and applicable guidance for Associated Student Body operations, including FCMAT guidance, California pupil-fee requirements, and school/district financial controls. Donations and fundraising may be requested to support program enhancements, travel, equipment, events, and other opportunities; however, donations and fundraising are voluntary.

No student will be denied participation in a class, team, activity, or school-sponsored program because of an inability or decision not to donate or participate in fundraising. Required materials, supplies, and equipment necessary for participation in an educational activity will be provided consistent with California law and district procedures.

Athletics

SVHS athletes compete in twenty sports programs that consistently produce athletes who graduate to competitive play in the NCAA. Simi Valley High School has a rich tradition in high school sports competition, and athletes are expected to follow the principles of Pursuing Victory with Honor. Coaches and athletes are also expected to follow the Code of Ethics and maintain strong character on and off the playing field.

Student-athletes and families are responsible for reviewing and following the SVHS Athletics Handbook, athletic clearance requirements, CIF/league rules, district policy, and team-specific expectations.

Spectators at athletic events are expected to follow school, district, league, CIF, and handbook expectations for sportsmanship and conduct. See the Visitor and Spectator Conduct section for additional information.

Student Insurance

This program provides limited medical insurance against accidental injuries. Student-athletes without their own medical insurance can use this program to qualify for participation in school sports. Visit the ASB Office for more information and current pricing.

Athletic Teams

Baseball
Basketball
Beach Volleyball
Cheerleading (Sideline)
Stunt Cheerleading
Cross Country
Flag Football
Football
Lacrosse
Golf
Soccer
Softball
Tennis
Track and Field
Volleyball
Wrestling

Extracurricular Involvement

Selection-Based Programs, Teams, and Activities

Some courses, teams, performances, leadership positions, clubs, and activities may require an application, interview, audition, tryout, prerequisite, or selection process. Selection is based on program needs and established criteria, which may include skill, preparation, conduct, attendance, collaboration, communication, dependability, leadership, judgment, and the ability to meet the responsibilities of the role or activity.

Participation in a prior year, family legacy, grade level, seniority, prior membership, or interest in the program does not guarantee selection or continued placement. Students are encouraged to seek feedback, continue developing their skills, and pursue other opportunities for involvement when they are not selected for a particular role, team, class, or activity.

Selection decisions will be made by the teacher, coach, advisor, director, program lead, or selection committee, as applicable, consistent with program needs, district policy, school procedures, and applicable law, including nondiscrimination requirements. Concerns about a selection process may be directed first to the teacher, coach, advisor, director, or program lead, and then to the appropriate administrator if further review is needed.

Athletic and Performance Activity Code

To emphasize academic achievement, students must meet the following requirements to participate in athletics and performance activities:

- Maintain a grade point average of at least “C” (2.0) in all classes.
- Have no more than one “U” in citizenship per grading period.
- Have no more than one “Fail” per grading period.

Eligibility is checked each quarter. Students falling below these requirements will be ineligible for participation in athletics or activities for the nine-week grading period.

Extracurricular Activities Eligibility

Students must demonstrate good citizenship and clear any school-related obligations consistent with district procedures and applicable law to purchase tickets for ASB-sponsored

school dances or activities. Inappropriate behavior, such as behavior resulting in suspensions or expulsion, may lead to removal from school activities for the remainder of the school year. Refer to the discipline policy for more information.

Extra- and Co-Curricular Participant Regulations

Students involved in extra- and co-curricular activities are subject to the Simi Valley High School Drug-Free Policy at all times – including vacation days – on and off campus during their sports season (CIF Blue Book regulations) or participation period (as described by the advisor/coach). Additional rules and regulations may be presented by individual coaches/advisors.

Event, Activity, and Senior Contracts

Students and parents/guardians may be required to complete district or school contracts, permission forms, guest forms, acknowledgments, or other required documentation before the student participates in dances, senior activities, athletics, performances, field trips, off-campus events, or other school-sponsored activities. These forms may include expectations for behavior, attendance, citizenship, dress code, guest participation, transportation, eligibility, safety, and compliance with school and district rules.

Participation in extracurricular activities, dances, senior activities, and commencement-related events is a privilege and may be limited or revoked based on attendance, behavior, citizenship, disciplinary status, eligibility, safety concerns, unpaid obligations where legally permitted, or failure to complete required forms. Receiving a diploma is based on completion of graduation requirements and is separate from participation in voluntary senior activities or ceremonies.

Senior Class Activities

Seniors must be on track to graduate or making progress toward graduation to participate in senior class activities such as Senior Dinner, Prom, and Grad Night.

Campus Policies

Simi Valley High School is committed to providing a safe and healthy environment for all students. This section outlines the essential guidelines and procedures related to student identification, safety measures, and the proper care of personal and school property. By adhering to these expectations, we ensure a secure and respectful atmosphere conducive to learning and growth.

Closed Campus

Simi Valley High School is a closed campus. Students must have a proper release pass or authorized ID sticker to leave campus during the school day. Students may enter or exit campus only through approved access points and only at approved times, consistent with school procedures and staff direction. Visitors and students arriving late or returning during the school day must check in through the Main Office or other designated check-in location.

Students must remain in approved campus areas during lunch, nutrition, passing periods, and other non-class times unless they have approved off-campus clearance. Students may be directed to specific areas, such as the upper section of the Main Quad or another supervised location, based on school needs, supervision, safety, weather, construction, events, or other operational concerns. Students are expected to follow staff directions regarding where they may or may not be during the school day.

Student IDs, Stickers, and Digital Passes

Students receive an official SVHS student ID card upon enrollment and each school year at no cost. Students may also receive physical or digital stickers, passes, or indicators for school-related privileges or access, including free periods, off-campus lunch, off-campus class periods, ASB card status, dances, activities, and other school events.

SVHS may use Minga or other school-approved systems for digital student IDs, digital stickers, event tickets, activity access, and campus privileges. Students are responsible for presenting their physical or digital ID, sticker, pass, or ticket when requested by school staff. Students who do not have access to a phone or whose parent/guardian requests a physical option may contact the ASB Office for assistance.

Off-campus lunch and free period privileges require parent/guardian permission and must be approved through school procedures. Required forms must be completed, signed by a parent/guardian, and submitted according to school procedures. Misuse of stickers, passes, digital IDs, screenshots, event tickets, or off-campus privileges may result in loss of privileges and/or school discipline.

Upperclassmen Lunch Pass

Juniors and seniors may earn off-campus lunch privileges each semester if they meet eligibility requirements and have parent/guardian permission on file. Students must maintain positive attendance and behavior. Excessive tardiness, unexcused absences, behavior concerns, or misuse of the privilege may result in removal of the lunch pass. Parents/guardians may revoke this privilege at any time.

Lunch pass privileges are generally available through the ASB Office by the second week of school and may be issued physically or digitally through school-approved systems.

Free Period

Students with a free period must follow all school procedures for free period clearance, campus access, and approved locations. Students who do not have approved off-campus clearance, or who remain on campus during a free period, must report to and remain in an approved supervised area, such as the Library, upper section of the Main Quad, or another location designated by school staff.

If a free period is attached to lunch, students with approved off-campus clearance may leave campus during lunch on those assigned days. For example, a student with off-campus clearance for 5th period may leave at lunch on Tuesdays and Thursdays but not on Wednesdays and Fridays.

Free period clearance is generally available through the ASB Office by the second week of school and may be issued physically or digitally through school-approved systems.

Drug-Free School

Simi Valley High School enforces a strict drug-free policy. The possession, use, or distribution of illegal substances, including drugs and alcohol, is prohibited on campus (including parking

lots) and at school-related events and activities. Counseling services and educational programs are available for support. Parents are encouraged to enroll their children in the voluntary drug testing program. For more information, please contact the Health Office. Additional resources are available on the SVUSD website.

Visitors

Parents/guardians may request a classroom observation with at least one business day's notice so that an appointment and escort can be arranged. All visitors must check in at the Main Office, provide a valid driver's license or state ID, and follow the school's visitor check-in process. Approved visitors must wear a visitor badge while on campus. No other outside guests are permitted.

Visitor and Spectator Conduct

Simi Valley High School values open communication, school spirit, and positive support for students. Parents/guardians, visitors, spectators, and guests are expected to communicate and conduct themselves respectfully while on campus, at school activities, at athletic events, and when communicating with school staff by phone, email, or electronic message.

Abusive, threatening, harassing, profane, discriminatory, or disruptive conduct toward students, staff, officials, security, coaches, advisors, performers, athletes, spectators, or other participants is not acceptable. This includes conduct that disrupts school operations, interferes with school activities, creates a safety concern, or prevents staff from performing their duties.

If behavior or communication becomes inappropriate, school staff may end the meeting, phone call, or email exchange and direct future communication to an administrator or other appropriate district process. Visitors or spectators who disrupt school operations, school activities, or the safety of others may be directed to leave campus or a school event and may be subject to additional action consistent with district policy, CIF/league rules, California Penal Code, and applicable law.

Student Parking

Parking on campus is a privilege. Students must obtain and properly display a valid SVHS parking permit from the ASB Office in order to park on campus. Parking permits do not guarantee a parking space. Students may park only in designated student parking lots and marked parking spaces.

Students must drive safely, follow the 5 mph speed limit in parking lots, and obey campus supervisors, security, administrators, and staff. Students may not park in staff spaces, visitor spaces, reserved spaces, red zones, fire lanes, driveways, access roads, loading areas, disabled parking spaces without proper authorization, or any area not designated for student parking. Students may not sit, gather, or remain in vehicles or parking lots during lunch, free periods, passing periods, or class time. Students with permission to leave campus during lunch or a free period must leave campus and may not remain in campus parking areas.

Gang-related signs or stickers, suggestive or obscene words or pictures, or other prohibited displays are not allowed on vehicles parked on school property. Vehicles parked without a valid permit, parked in an unauthorized area, blocking traffic, creating a safety concern, or parked in violation of school rules may be cited, towed, or restricted from campus parking at the owner's expense. Driving or parking violations may also result in revoked parking privileges and/or school discipline.

Eighteen-Year-Old Policy

To request that school communications and attendance procedures be handled directly with the adult student, the student and legal guardian must make an appointment and complete the district/site 18-year-old contract process.

Item Drop-Offs and Deliveries

To support campus safety and minimize classroom interruptions, students should bring all needed items with them when they arrive at school. Parent/guardian item drop-offs should be limited to essential items and must be handled through the Main Office. The school is not responsible for lost, stolen, delayed, or unclaimed items.

Students may not order or receive food, drinks, packages, rideshare deliveries, or other personal deliveries during the school day. This includes deliveries from DoorDash, Uber Eats, Grubhub, Postmates, Instacart, Amazon, Walmart, Target, or other delivery services. Delivery drivers and unauthorized individuals may not enter campus or deliver items directly to students.

Rideshare services such as Uber, Lyft, or taxis may not be used by students to leave campus during the school day unless the student has been properly released through the Attendance

Office and the ride has been approved by the parent/guardian and school procedures. Unauthorized deliveries may be refused, held in the office, or discarded when appropriate.

Personal Property

Students bring personal property to school at their own risk. SVUSD and Simi Valley High School are not responsible for lost, stolen, or damaged personal items, including items stored in lockers, left unattended, or brought to school in violation of school rules. Prohibited or misused items may be confiscated consistent with school rules, district policy, and applicable law. Confiscated items will be handled according to school and district procedures. Students should not bring valuables to school.

Lockers

Lockers are school property and may be assigned to students upon request and based on availability. Only official Simi Valley High School locks may be used on school lockers. All other locks will be removed. SVHS locks may be purchased in the SVHS Student Store. If a student is unable to purchase a lock, the student should see their counselor or school administration for assistance.

The following rules apply to all lockers on the Simi Valley High School campus:

- Use of a locker is a privilege, and lockers may be searched consistent with school rules, district policy, and applicable law.
- SVUSD and Simi Valley High School do not assume responsibility for items stored in lockers.
- Lockers may not be shared with other students.
- Students are responsible for the contents of their assigned lockers.
- Students who damage lockers may be held responsible consistent with district procedures.
- Locker problems should be reported to the Library during non-class time.
- Lockers must be emptied by the last day of school.

Discipline and Behavior

Simi Valley High School fosters a positive learning environment with high behavior standards. Disruptions to the teaching and learning process are not tolerated to maintain a thriving educational environment.

Students are expected to use respectful language. Profane, vulgar, threatening, discriminatory, harassing, or abusive language may result in school intervention or discipline.

Procedures for Disciplinary Action

Discipline at SVHS follows Simi Valley Unified School District policies as well as state and federal laws. Disciplinary measures are determined based on the specific situation and the student's documented behavior history. Students are entitled to Due Process Rights as outlined in the California Education Code and Board Policy.

No Contact Agreement

A No Contact Agreement may be implemented by administration when needed to support student safety, prevent disruption, address conflict, or protect the rights of students to access school. School personnel will review the expectations with the student and document that the agreement/directive was provided.

Student signatures are preferred to confirm that the expectations were reviewed, but a student’s refusal to sign, or a student or parent/guardian’s disagreement with the agreement/directive, does not prevent the school from enforcing reasonable safety-related directives consistent with school rules, district policy, and applicable law.

Failure to follow a No Contact Agreement may result in parent/guardian notification, loss of privileges, additional safety measures, and/or disciplinary action when the conduct also violates school rules, district policy, or applicable law.

Detention Policy

Teachers or administrators may assign detention for rule violations. Detention may be assigned before school, after school, during lunch, or at another school-designated time. Students are responsible for serving assigned detention as directed. Athletics, activities, practices, work, transportation, or other personal scheduling conflicts do not excuse a student

from serving detention, although administration may assign an alternate detention time when appropriate.

Failure to serve assigned detention may result in additional detention, parent/guardian notification, loss of privileges, or other school consequences consistent with school rules, district policy, and applicable law. See teacher behavior management plans for classroom conduct and expectations.

Administrative “U” / Administrative Unsatisfactory Citizenship Status

An Administrative “U” is an administrative unsatisfactory citizenship status that may be assigned for serious or repeated behavior concerns. Placement on Administrative “U” status may result in a behavior probation period, loss of privileges, and/or restriction from extracurricular activities, dances, senior activities, athletics, performances, or other school events.

The length and conditions of the Administrative “U” status will be determined by administration based on the circumstances, the student’s conduct history, and school or district procedures. Students placed on Administrative “U” status must meet behavior expectations and complete any assigned interventions or requirements. Continued violations may result in additional school consequences consistent with district policy and applicable law.

Sexual Harassment Policy

Sexual harassment is prohibited by law and district policy and is characterized by any unwanted behavior of a sexual nature that makes someone feel uncomfortable, unsafe, or humiliated. This includes:

- Unwelcome comments, jokes, or gestures about someone's body or appearance.
- Inappropriate touching, grabbing, or any other physical contact.
- Sending or showing unwanted sexual messages, pictures, or videos.
- Making someone feel pressured to do something sexual.

Reports of sexual harassment may be made to teachers, counselors, administrators, the Title IX Coordinator/Officer, the California Department of Education, and/or the Office for Civil Rights. Confidentiality will be maintained to the extent possible. Retaliation against any student

or individual who reports, participates in, or supports a sexual harassment complaint is prohibited.

Nondiscrimination, Harassment, Intimidation, and Bullying Policy

Simi Valley High School is committed to maintaining a safe, inclusive, and respectful school environment. Discrimination, harassment, intimidation, bullying, cyberbullying, and retaliation are prohibited when related to school activity or school attendance, including conduct that occurs through electronic communication and impacts the school environment.

Students are encouraged to report concerns to a teacher, counselor, administrator, or other trusted staff member. Reports may also be made anonymously through the school's reporting systems. The school will respond to reports consistent with SVUSD Board Policy, administrative regulation, and applicable state and federal law.

Retaliation against any person who reports, participates in, or supports an investigation of discrimination, harassment, intimidation, or bullying is prohibited.

Dress Code

The SVHS dress code is designed to support student expression while ensuring that clothing choices do not interfere with instruction, compromise safety, or create a hostile or disruptive environment.

This policy reflects the intent of California Education Code sections 35183 and 35183.5, which permit school districts to establish dress standards that promote safety and effective learning, while also ensuring students have the right to wear sun-protective clothing. It is also consistent with SVUSD Board Policy 5132 – Dress and Grooming and Board Policy 5145.3 – Nondiscrimination/Harassment, ensuring fairness, inclusivity, and protection from bias in enforcement.

Students will not be prohibited from dressing in a manner consistent with their gender identity, gender expression, religious observance, or cultural observance, and the dress code shall not discriminate based on hair texture or protective hairstyles, including braids, locks, or twists.

Students Must Wear

- A top with two straps or sleeves
- A bottom such as pants, shorts, skirts, or dresses
- Footwear appropriate for school activities

Students May Not Wear

Clothing or accessories that:

- Contain discriminatory, hateful, or degrading language (BP 5145.3)
- Include violent, profane, or sexually explicit imagery or language
- Promote or depict drugs, alcohol, tobacco, vaping, or controlled substances, consistent with SVUSD Board Policy
- Suggest gang affiliation (as defined by law enforcement)

Inappropriate or overly revealing clothing, including:

- Tube tops or sports bras worn as outerwear
- Sheer or see-through fabric must have appropriate coverage underneath (undergarments worn under sheer clothing do not count as appropriate coverage)
- Underwear or undergarments (minor visibility of straps or waistbands is permitted)

Other prohibited items:

- Clothing or accessories that, in the judgment of school administration, create a substantial disruption to the educational environment, present a safety concern, contribute to a hostile or intimidating environment, or violate the categories listed above

Additional Guidelines

- Students may wear sun-protective clothing, including hats, when outdoors (Ed. Code §35183.5)
- Hats may also be worn indoors, unless restricted by a teacher for specific instructional or safety reasons
- Teachers and coaches may set additional expectations for specific activities (e.g., PE, labs, performances)
- Administrators may address clothing trends or styles that disrupt the learning environment, create safety concerns, or conflict with the intent of this policy
- Students participating in nationally recognized youth organizations may wear uniforms on designated meeting days

Enforcement

Dress code enforcement will be equitable, respectful, and non-discriminatory. Students will not be subjected to shaming, body policing, or public confrontation. Enforcement shall follow guidelines outlined in Board Policy 5145.3, emphasizing dignity and inclusiveness.

If a student is out of compliance:

- The student may change into their own alternative clothing or a school-provided option
- If needed, a parent/guardian may be contacted to bring appropriate clothing
- Repeated violations may result in progressive consequences, including detention, parent contact, or administrative intervention
- Ongoing noncompliance may result in placement on the Administrative U list and documentation in Aeries.

Loss of instructional time due to dress code enforcement will be minimized. The intent is to correct the issue, not to punish.

Search and Seizure

School officials may search a student, the student's belongings, or school property assigned to the student when there is reasonable suspicion, based on specific and objective facts, that the search will produce evidence of a violation of law, school rules, or district policy. Searches will be reasonably related in scope to the circumstances that justified the search. Items that are illegal, unsafe, prohibited, or disruptive may be confiscated. Canine search or training programs may be conducted consistent with SVUSD Board Policy and Administrative Regulation.

Restricted Items

- **Non-Educational Items:** Any item not useful for educational purposes may be restricted or confiscated by the Administration.
- **Electronic Devices:** Use is restricted during school hours. See the *Phone/Personal Device Policy* for details.
- **Vehicles and Similar Items:** Skateboards, scooters, bicycles, rollerblades, mopeds, hoverboards, and motorcycles cannot be ridden on campus and will be confiscated. They must be secured in the designated bike area during school hours.
- **Tagging and Graffiti Tools:** Prohibited and will be confiscated. SVUSD may prosecute those who deface school property.

- **Animals:** Pets are not allowed on campus, except documented service animals.

Safe Harbor Provision

If a student inadvertently possesses a prohibited item on school property or at a school event, the student should immediately report it to a teacher or administrator and follow staff directions. Administration will consider the circumstances consistent with law, district policy, and school safety procedures.

Technology Monitoring and Privacy Notice

Students using district-issued devices, district accounts, or SVUSD networks are subject to filtering and monitoring through district safety systems, including Linewize. District-issued devices may be monitored on and off campus. Personal devices connected to SVUSD networks may be subject to network filtering and monitoring while using district systems.

Students and families should understand that use of school-issued technology, district accounts, and district networks is not private. District staff may review activity to support student safety and well-being, address policy violations, respond to safety alerts, and maintain digital conduct expectations. Monitoring is conducted in compliance with SVUSD Board Policies 6163.4 (Student Use of Technology) and 5145.3 (Nondiscrimination/Harassment).

Violations of the district's technology use expectations may result in parent notification, disciplinary action, or loss of device privilege.

By using district technology, students agree to follow all acceptable use guidelines and acknowledge that online activity may be monitored.

Phone/Personal Device Policy

In order to support student focus, protect instructional time, and maintain a safe campus environment, the use of personal electronic devices is restricted during the school day. Devices include, but are not limited to, smartphones, earbuds, headphones, smartwatches, tablets, and other personal electronic, communication, internet-connected, or recording-capable devices.

Nothing in this policy prohibits a student from possessing or using a mobile communication device in an emergency or in response to a perceived threat of danger, when granted permission by a teacher or administrator, when necessary for a student's health as determined

by a licensed physician or surgeon, or when required by a student's individualized education program.

Students are expected to follow all usage guidelines. Consequences increase based on the location of the violation and the number of offenses.

Refer to the *Personal Property* section of this handbook for information about lost, stolen, or damaged items. Electronic devices are brought to school at the student's own risk.

Consequences by location and offense:

Phone/Personal Device Policy

Board Policy 5131.8: Mobile Communication Devices

Steps	Consequence: Classroom	Consequence: Bathrooms/Locker Room	Consequence: High School Passing Period Middle School Lunch/Passing Period
1st	-Teacher uses discretion with verbal warning(s) before escalating to the first step. Must document in Aeries and contact parent/guardian.	-Device is confiscated and sent up to office for the rest of the day (parent pick-up) counseled, warned, parent contact, detention	-Warning, General Guidance -Device may be confiscated and brought up to office for the rest of the day (student pick-up) counseled, warned, parent contact
2nd	-Device is confiscated and sent up to office for the rest of the day (student pick-up) counseled, warned, parent contact	-Device is confiscated and sent up to office for the rest of the day (parent pick-up) counseled, warned, parent contact, additional detention	-Device may be confiscated and brought up to office for the rest of the day (student pick-up) counseled, warned, parent contact
3rd	-Device is confiscated and sent up to office for the rest of the day (parent pick-up) counseled, warned, parent contact, detention	-Device is confiscated and sent up to office for the rest of the day (parent pick-up) counseled, warned, parent contact, additional detention **-Phone Contract: device must be turned in at the beginning of school or agreed to be kept home.**	-Device may be confiscated and brought up to office for the rest of the day (student pick-up) counseled, warned, parent contact
4th	-Device is confiscated and sent up to office for the rest of the day (parent pick-up) counseled, warned, parent contact, additional detention	-Device is confiscated and sent up to office for the rest of the day (parent pick-up) counseled, warned, parent contact, additional detention **-Phone Contract: device must be turned in at the beginning of school or agreed to be kept home.**	-Device may be confiscated and brought up to office for the rest of the day (student pick-up) counseled, warned, parent contact
5+	-Device is confiscated and sent up to office for the rest of the day (parent pick-up) counseled, warned, parent contact, additional detention **-Phone Contract: device must be turned in at the beginning of school or agreed to be kept home.**		

*All infractions will be documented in Aeries

*Personal Device includes but is not limited to smartphones, ear buds/headphones, smartwatches

*Students who use personal devices to record in bathrooms or locker rooms may face suspension or expulsion if the content is explicit. These locations are protected by law, and any recording violates privacy rights and district policy.

Recording, Photos, and Video

Students, parents/guardians, visitors, volunteers, and other individuals may not audio record, video record, livestream, photograph, or otherwise capture images or sound in classrooms without prior approval from the teacher and principal/designee, consistent with California Education Code 51512. Any approved classroom recording must be for an educational purpose and may not disrupt instruction or student privacy.

Outside of classrooms, including common areas, outdoor areas, school events, and other campus locations, recording, photographing, livestreaming, or sharing images or audio is prohibited when it disrupts the school environment, invades the privacy of others, captures confidential or private conversations without consent, targets or harasses another person,

occurs in a restroom, locker room, health office, changing area, or other private area, violates staff direction, or violates school or district policy.

Students who record or photograph a safety incident, disruption, emergency, or disciplinary matter may be directed to stop recording, put the device away, and refrain from sharing, posting, or distributing the recording. Devices used in violation of school rules may be temporarily confiscated consistent with district policy. Unauthorized recording or distribution may result in removal from campus, loss of privileges, disciplinary action for students, and/or referral to law enforcement when appropriate.

Recording may be permitted when authorized by staff for instructional, school-sponsored, safety, accessibility, IEP/504, or other lawful purposes.

Academic Honesty Policy

Honesty is a core value at Simi Valley High School. Students must complete their own work. Cheating includes using, possessing, accessing, or sharing unauthorized information, assistance, materials, or technology during an assignment, assessment, quiz, test, or other academic activity. This includes, but is not limited to, notes, electronic devices, communication tools, recording devices, internet-connected devices, copies of tests, screenshots, photos, messages, artificial intelligence tools, or any other resource not expressly allowed by the teacher. Plagiarism, copying material without proper citation, and undisclosed or unauthorized use of artificial intelligence tools are also considered cheating.

Artificial intelligence tools may be used only when allowed by the teacher and must be used in the manner directed. Students are responsible for understanding whether AI use is permitted for each assignment. When AI use is allowed, students must follow teacher directions regarding citation, disclosure, and the extent of use. Undisclosed or unauthorized AI use may be treated as academic dishonesty.

Academic honesty incidents should be documented by the teacher and may be referred to the assistant principal. Repeated or severe incidents may be considered when determining appropriate academic or disciplinary consequences consistent with classroom procedures, school rules, district policy, and applicable law.

Consequences for Violations

Academic honesty violations may result in academic and/or disciplinary consequences consistent with classroom procedures, school rules, district policy, and applicable law. Consequences may increase for repeated or severe violations.

Consequences may include, but are not limited to:

- A reduced score or zero on the assignment, assessment, or activity
- Parent/guardian notification
- Documentation and referral to the assistant principal
- Conference with the student, parent/guardian, teacher, and administrator
- Loss of privileges or removal from related activities when appropriate
- Additional academic consequences determined by the teacher consistent with course expectations, grading procedures, district policy, and applicable law
- Additional disciplinary action when the conduct also violates school rules, district policy, or applicable law

Repeated or severe violations, such as stealing assessments, altering records, using unauthorized technology during an assessment, distributing assessment materials, or engaging in conduct that substantially disrupts school operations, may result in additional academic consequences and/or school discipline consistent with classroom procedures, district policy, and applicable law.

Handbook Disclaimer

The contents of this handbook are subject to change at any time. Visit the SVHS Student Handbook website for the most current version. In the event of conflict, law, Board Policy, and Administrative Regulation control.