Jesuit High School

Student & Family Handbook

2026
2027

PURPOSE

This handbook sets forth Jesuit High School's Mission Statement and Profile of a Jesuit Graduate; lists policies regarding academics, attendance, behavior, and participation in co-curricular activities; and provides specific information on bell schedules, school hours, and phone numbers. This handbook is not exhaustive and should not be considered inclusive of all Jesuit High School policies. Statements in this handbook are subject to amendment whenever the school administration deems it necessary. The handbook is not a contract nor a commitment of a particular result in a particular circumstance. Jesuit reserves the discretion to consider each situation on a case-by-case basis.

Students and parents/guardians are required to read this publication carefully. An online (and most updated) version of the student and family handbook is available on the school's website under "Academics" and in the Parent Portal. Students and parents/guardians will be held accountable to these policies. Families are expected to respect Jesuit's policies and respect the confidentiality of all individuals in matters involving disciplinary action, health issues, or other private affairs. Failure of students, and/or parents/guardians to cooperate with school administration, faculty, coaches or personnel, embrace and align with the school's mission, and abide by the spirit and letter of the school rules and policies may jeopardize the student's enrollment at Jesuit High School.

PRINCIPLE OF SUBSIDIARITY – PROCESS OF RESOLUTION

The Principle of Subsidiarity is a foundational element of Catholic Social Teaching, which represents centuries-old Catholic doctrine concerned with the respect for human dignity and the common good in society as a whole. It means that matters are best resolved by responsible individuals closest to an issue rather than by individuals in a position more distant or removed from the matter. This process of issue resolution is effective and in the best interests of our students and our school community.

Jesuit High School closely follows the Principle of Subsidiarity in resolving most issues. When questions arise at Jesuit, inside or outside of the classroom, our expectation is that students are empowered and capable of advocating for themselves by bringing their concerns directly to their fellow students, teachers, coaches, or other individuals who are directly involved in order to achieve resolution and reconciliation. If the issue cannot initially be resolved at the local level in which it arises, then the next closest level of the community may need to become involved.

For example, if a student is concerned about an issue in a particular academic class, they should speak directly with the teacher. If their concern is not resolved after that initial conversation or conversations with the teacher, students may seek the assistance of one of our Vice Principals of Academics to resolve the matter. If the student still has concerns after that step, then the Principal is available as a final resource to achieve resolution. Questions that are initially directed otherwise (for example, starting with a Vice Principal) will be referred in accordance with this directive as appropriate.

Parent/guardian(s) can assist with this important process by insisting their students follow the Principle of Subsidiarity closely and trust that appropriate measures will be taken, and that retaliation will not be tolerated. Likewise, if parent/guardian(s) have their own questions (as opposed to their student's questions), then they should also follow the Principle of Subsidiarity.

There are some situations when the Principle of Subsidiarity should not be followed. For example, in instances of harassment, discrimination, sexual misconduct, and other forms of serious misconduct. In those situations, students and parents/guardians should immediately report concerns to a teacher,

counselor or administrator (more information is found in Section 5).

NOTICE OF NON-DISCRIMINATION

Jesuit High School (Jesuit) recognizes the inherent dignity of every person. It does not discriminate on the basis of any status protected by applicable nondiscrimination law, including race, color, national or ethnic origin, sex, or sexual orientation, in the administration of its student educational policies, admissions policies, financial aid programs, and athletic and other school administered student programs. Jesuit reserves its rights to make decisions in accordance with its Catholic identity and its mission as a Catholic institution, reserving all other legal rights it has as a religious institution.

NOTIFICATION OF DESIGNATION OF DIRECTORY INFORMATION

Jesuit has designated the following as student information which the school may disclose in publications, news releases, directories, and to local public library systems, without specific consent: parents/guardians' names and phone numbers, the student's name, address, telephone listing, photograph, date and place of birth, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, awards received, and the most recent previous educational agency or institution attended. A parent may elect not to have any or all of these items included in school-related publications, and similarly may choose not to have their contact information included in the Jesuit Carpool webpage. Any parent wishing to prevent disclosure of directory information must file a written notification to this effect with the Principal of Jesuit High School.

EMERGENCY DISCLOSURE OF INFORMATION

In certain circumstances, the school may be required to disclose personally identifiable information from a student's education record to law enforcement, child protective services, health care professionals and other appropriate officials if knowledge of the information is necessary to protect the health, safety or welfare of the student or others.

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1. MISSION AND PROFILE

1.1. MISSION STATEMENT

Jesuit High School is a Catholic, college-preparatory school in the Jesuit tradition. It serves students of all religious faiths. Jesuit education fosters the harmonious development of the adolescent's gifts: spiritual, religious, intellectual, physical, emotional, and aesthetic. Jesuit hopes to accomplish this development by demonstrating a personal concern for individuals, a special concern for the poor, an articulate wisdom, enthusiasm, and a sense of community. In so doing, the school hopes to graduate leaders who are committed to serve God and their fellow men and women through a profound sense of justice founded in love, *i.e.,* leaders who are "men and women for others."

1.2. PROFILE OF THE JESUIT HIGH SCHOOL GRADUATE AT GRADUATION

We, the community of Jesuit High School, have great hopes for the young men and women who graduate from our school. We have been inspired by the five-century tradition of St. Ignatius to prepare young people to be thoughtful, responsible Christian leaders. Ignatius challenged us to do more than average work and to instill in our students a sense of gratitude and the desire to lead and serve their fellow men and women for the greater glory of God. When students leave Jesuit High School, we know their growth is not completed. Still, we want our program and community to help them mature and grow more confident in themselves and in their ability to positively affect their community. We know that life will hold many challenges for our graduates, and we desire to form young men and women intellectually capable, spiritually aware and physically strong. These abilities will permit them to lead and serve others for the greater glory of God. The document that follows is our guide. It helps us to be clear in our purpose and directed in our actions. We have identified five general categories to describe our ideal graduate: Open to Growth, Intellectually Competent, Religious, Loving and Committed to Doing Justice. These five categories contain the specific characteristics we want to instill in our students so they can continue the mission of St. Ignatius.

1.3. OPEN TO GROWTH

Jesuit High School students at the time of graduation have matured emotionally, intellectually, physically, socially, and religiously to a level that reflects some intentional responsibility for their own growth. In the tradition of Jesuit High School's motto *Age Quod Agis* ("Do well whatever you do"), the graduate is beginning to reach out in their development, seeking opportunities to stretch one's mind, imagination, feelings, and religious consciousness.

Although still very much in the process of developing, the graduate already:

- is more conscious of one's feelings and beginning to take responsibility for growth as a person, desiring integrity and excellence in multiple facets of life.
- is learning how to accept self, both talents and limitations, with a sense of humility and gratitude.
- recognizes the need for exercise, leisure, recreation and good nutrition as important to living a balanced and healthy life.
- is open to a variety of aesthetic experiences, and continues to develop a wide range of imaginative sensibilities.
- is becoming more open to other points of view and beginning to seek new experiences, even those that involve some risk or the possibility of failure.
- is becoming a servant leader, a person of integrity open to using one's gifts to serve the common good.

- is exploring career and lifestyle choices within a framework of faith and values.
- is becoming more aware of choices and consequences relating to personal, community, and global issues.
- understands both the positive and negative uses of technology and chooses the better path.
- is developing a habit of reflecting on experience which then leads to future actions based on faith, good will, and integrity.

1.4. INTELLECTUALLY COMPETENT

The Jesuit High School graduate will exhibit both the academic aptitude for higher education and a variety of intellectual skills that go beyond college entrance requirements. The student is gaining an appreciation for learning in general and for one's aesthetic and academic accomplishments. The student is also developing habits of intellectual inquiry in quest of religious truth and an informed response to issues of social injustice.

By graduation the student:

- has mastered those academic skills required for college or some other form of advanced education.
- is developing problem-solving skills and an organized approach to learning tasks.
- is developing a mastery of logic and critical thinking and their application to new situations.
- is developing precision in oral and written expression that evidences sound analytical thinking and convincing rhetoric.
- is developing a curiosity to explore ideas and issues and taking pride and ownership in intellectual and aesthetic pursuits.
- is able to learn in a variety of settings within different academic disciplines.
- effectively uses a variety of media resources to acquire, create and process information while attending to issues of credibility, values, and civility.
- is developing the ability to work collaboratively and learn as an active member of a team.
- is beginning to understand the interconnectedness of the world economically and politically.
- is developing a cultural literacy that enables one to analyze global issues from the standpoint of being a man or woman for others.
- has begun to develop knowledge of central ideas and methodologies and to relate current issues and perspectives to some of their historical antecedents.
- understands the basic principles of personal finance.
- is beginning to understand one's own government, other forms of government around the world, and one's rights and responsibilities as a citizen.
- understands the need for individual and community stewardship of the earth's resources.
- by exploring a wide range of human experience through literature, history, and the arts, is gaining insight into one's own nature.

1.5. RELIGIOUS

The Jesuit High School graduate will have a basic knowledge of the major doctrines and practices of the Catholic Church. Having been introduced to Ignatian spirituality, the graduate will have examined his or her own religious feelings and beliefs with a view to choosing a fundamental orientation toward God and establishing a relationship with religious tradition and/or community. Respectful of the conscience and religious background of the individual, this also applies to the non-
Catholic graduate of a Jesuit high school.

By graduation the student:

- has read the Gospels and gained a basic understanding of the Church's teaching about Jesus Christ and His redeeming mission, as well as the embodiment of that mission through the Church.
- has an understanding of the variety of the world's religious traditions.
- is beginning to take more responsibility for exploring and validating one's own faith, understanding that being fully alive necessitates an active relationship with God.
- is increasingly willing to let religious faith influence basic values, lifestyle, and vocational interests.
- has been exposed to the presence of God in private and liturgical prayer, on retreat, through the Spiritual Exercises of St. Ignatius, and in other moments of grace.
- is growing in a formed conscience, and influenced by the words of Christ, evaluates and reasons through moral issues with increasing clarity.
- appreciates the centrality of the Eucharist to a vibrant Christian community.
- recognizes the effect of one's own sinfulness on the human community and the need for healing by reconciliation with friends, family, Church, and the Lord.
- knows Church teachings on moral issues and social justice and understands the relationship between faith in Jesus and being men and women for and with others.

1.6. LOVING

The Jesuit High School graduate is continuing to form their own identity. Each individual is moving beyond self-interest or self-centeredness in close relationships. The graduate is beginning to be able to risk some deeper levels of relationship in which one can disclose self and accept the mystery of another person and cherish that person.

By graduation the student:

- has personally experienced support from members of the school community and is learning to trust friends, family, and adults both in school and the wider community.
- is growing in self-acceptance and in recognizing that one is loved by God and others.
- assumes responsibility for caring for one's own health, including being attentive to sources of stress and applying strategies to maintain a balanced life.
- having begun to identify and work against personal prejudices and stereotypes, is open and able to communicate with others, especially with persons of another race, gender, religion, nationality, socio-economic background, or sexual orientation.
- is becoming increasingly comfortable and mature in relating with persons of a different gender.
- has begun to appreciate deeper personal friendships, while also learning that not all relationships are profound and long lasting.
- is beginning to appreciate the satisfaction of giving oneself through service for and with others.
- is increasingly empathetic, thereby taking into account and valuing the feelings of others when making decisions.
- cares deeply about preserving human life.
- is sensitive to the beauty and fragility of the created universe and exercises stewardship.

1.7. COMMITTED TO DOING JUSTICE

The Jesuit High School student at graduation has acquired considerable knowledge of the many needs of local, national, and global communities and is preparing for the day when each will take a place in these

communities as a competent, concerned and responsible member. The graduate has been inspired to develop the awareness and skills necessary to live in a global society as a person for and with others.

By graduation the student already:

- is becoming aware of one's own attitudes and tendencies and is consciously seeking to be more understanding, accepting, and generous with others.
- is becoming aware of the global nature of many social problems and their impact on human communities and the environment.
- practices a sustainable lifestyle by working to make environmentally responsible choices in all areas of one's life and engages in public dialogue on environmental issues, practices, and solutions.
- is beginning to understand the structural roots of injustice in social institutions, attitudes, and customs.
- is developing, from reflection on Christian Service experiences, a sense of compassion and a growing understanding of those social changes which will assist all in attaining their basic human rights.
- is becoming aware of alternatives in public policy and has begun to consider the social justice implications of future careers.
- is beginning to recognize the importance of public opinion and voter influence on public policy and the need for critical study and evaluation of diverse sources of information.
- is beginning to confront some of the moral ambiguities embedded in values promoted by our contemporary culture and to make decisions, based on Gospel values, which sometimes conflict with the values of a materialistic society.
- is beginning to see that Christ's commandment to love one another calls forth a commitment to promote a just society as men and women for others.

1.8. COMMITMENT TO DIVERSITY, EQUITY, AND INCLUSION

As a Catholic and Jesuit community, we believe that all of humanity is made in God's image. We unequivocally condemn all forms of prejudice, racism, and injustice towards human beings no matter their race, gender, religion, sexual orientation, physical or mental abilities, socio-economic means, or any other identity or status.

1.9. ANTI-RACISM STATEMENT

At Jesuit High School, we seek to be an institution that combats systemic racism and works toward being an inclusive and anti-racist community. Jesuit does not tolerate any acts of racism (physical, verbal, written, or online).

2. CAMPUS MINISTRY

2.1. STATEMENT ON RELIGIOUS FUNCTIONS

Religious events have a two-fold function: to educate and to develop faith. Some of these events are required (*e.g.,* Theology classes, all school Masses and the freshman and sophomore day retreats). Attendance is encouraged at weekly liturgies, overnight retreats and other spiritual opportunities.

2.2. LITURGIES

Students are required to attend all-school liturgies during the school year: The Masses of the Holy Spirit and St. Ignatius Liturgy in autumn, the Mass of Christmas Anticipation in December, and the St. Peter

Canisius Liturgy in the spring. Students are required to dress up for these liturgies. Students may also choose to attend weekly Friday liturgies instead of attending a silent study period. During Advent and Lent, students may receive the Sacrament of Reconciliation. Students who wish to receive that sacrament at other times may make an appointment with one of the Jesuit priests.

2.3. RETREATS – All school rules are enforced on retreats.

- Freshman Year: All freshmen are required to attend a day-long retreat, which encourages the new student to explore the concept of community and belonging to the Jesuit High School community. The retreat focuses on the image of the Body of Christ and the students examine their place in that body. Various community-building experiences are given and the day ends with a liturgical prayer service. An optional overnight freshman retreat is also offered.
- Sophomore Year: An optional overnight sophomore retreat is offered. This retreat helps students recognize the unique gifts and talents that each person possesses as a child of God. Specifically, they explore their own giftedness, recognizing themselves as unique and valuable. Sophomores may also participate in the "Labyrinth Retreat."
- Junior Year: The Encounter is an optional retreat based on the Spiritual Exercises of St. Ignatius. The retreat enables students to explore how deeply they are loved (by friends, family and God) and how they too are called to love themselves and others. Encounters are led by senior student leaders.
- Senior Year: There is an overnight experience for seniors in the fall reflecting on the themes of pilgrimage and prayer. This retreat includes a walk of nearly ten miles with periods of reflection. The Pilgrimage is open to all seniors. A silent three-day retreat is also offered for seniors. The focus is on transition/change as they move beyond high school. Students explore the growth/maturity they have gained in high school. They examine their current faith and seek various ways to enhance and continue it beyond Jesuit.

3. ACADEMIC POLICIES

3.1. GRADUATION REQUIREMENTS

The requirements for graduation from Jesuit have been established by the Board of Trustees in conformity with the guidelines established by the Oregon State Department of Education and the Society of Jesus. Students who successfully complete these requirements will be awarded a Jesuit diploma. As a private, college-preparatory school, Jesuit seeks to support students who have the skills to succeed in a rigorous academic environment. Jesuit is not able to accommodate students with significant special learning needs, but does enjoy a close working relationship with Edison High School, whose mission is to help such students find academic and social success.

Graduation requirements are stated in terms of "credits earned." One credit is awarded for each semester of work successfully completed. Students are required to: complete 51 semester credits in the required classes outlined below; take at least six classes each term; take classes in the appropriate sequence (*e.g.,* Physics, then Chemistry, then Biology); and pass all courses taken at Jesuit. Students must take all courses at Jesuit, unless special permission is granted by the Academic Vice Principal. Students may not take a course at another school in order to avoid taking it at Jesuit. Jesuit will not grant high school credit for experiences prior to enrollment in ninth grade. All students must complete at least 65 hours of Christian Service in an approved agency between the summer before junior year and the end of senior year.

Specific Graduation Requirements:

- Theology: Eight (8) credits-four (4) years
- English: Eight (8) credits-four (4) years
- World Languages: Four (4) credits-two (2) years (in the same language)
- Mathematics: Six (6) credits-three (3) years
- Physical Education/Health: Four (4) credits-two (2) years
- Science: Six (6) credits-three (3) years-including Physics, Chemistry and Biology
- History: Six (6) credits-three (3) years
- Fine Arts: Two (2) credits-one (1) year
- Christian Service: 65 hours – one credit
- Financial Literacy: (seniors) – one credit *
- Electives: Six (6) credits

*Required senior course. Does not count towards 51 semester credits.
**All requirements must be met in order to participate in Commencement weekend ceremonies/activities.

3.2. COURSES AND STUDENT COURSE LOAD

A complete description of all courses and programs offered at Jesuit is contained in the Academic Course Catalog, which is located on the Jesuit website. Each year, this catalog is revised in order to update course descriptions and to incorporate changes in academic procedures. Any changes to a student's course load are made at the discretion of the Academic Vice Principal and with the concurrence of the Principal.

3.3. SCHEDULE CHANGES

Schedule changes are discouraged, and consequently students should choose courses wisely. Fees for electronic textbooks are not refundable. The last date for a schedule change is the 3rd Friday after school starts. A $10 fee is charged for schedule changes. To change a schedule, a student must:

- Obtain a Schedule Change form from the Academic Vice Principal.
- Obtain the signatures of the teachers involved in the change and the student's counselor.
- Obtain a parent/guardian's signature as an indication of approval.
- File the Schedule Change form with the Academic Vice Principal for approval.

A schedule change is not effective until an Academic Vice Principal approves the request and indicates the effective date for the change. Students must attend the classes originally scheduled until the signed schedule change is returned to the Academic Vice Principal. When the Vice Principal approves the request, the student will be assigned a date to change classes. Any schedule changes after the 3rd Friday after school starts must be initiated by the student's teacher or counselor. Students who change after the deadline will take the grade from the class they dropped to the class they added. Schedule changes at any other time in the school year are at the discretion of the Vice Principals.

3.4. PROGRESS REPORTS/REPORT CARDS

The academic year is divided into two semesters. Report cards are emailed and/or mailed home at the end of Semester 1 and Semester 2. Grades are cumulative throughout the semester. Only semester grades are recorded on the transcript. All teachers post updated grades regularly via PowerSchool. Parents/guardians and students are given personal codes allowing them access to the student's grades

and other pertinent information.

3.5. GRADING SCALE

Grades represent the teacher's assessment of a student's work, and are used as a means for measuring and reporting progress and achievement. Jesuit uses both a weighted and unweighted grading scale:

Letter	Percent	GPA Equivalent	Honors Course	AP Course
A	93-100	4.0	4.3	4.7
A-	90-92	3.7	4.0	4.4
B+	87-89	3.3	3.6	4.0
B	83-86	3.0	3.3	3.7
B-	80-82	2.7	3.0	3.4
C+	77-79	2.3	2.6	3.0
C	73-76	2.0	2.3	2.7
C-	70-72	1.7	2.0	2.4
D+	67-69	1.3	1.6	2.0
D	60-66	1.0	1.3	1.7
F	0-59	0.0	0.0	0.0

3.6. HONOR ROLL, ACADEMIC AWARDS AND NATIONAL HONOR SOCIETY

Students who receive an unweighted 3.5 semester GPA will be placed on the honor roll for that semester. This distinction will be noted on the student's transcript. At the end of each school year, Jesuit honors those students whose work has been of special academic distinction during that school year. In keeping with its mission, Jesuit's faculty also may publicly acknowledge those involved in service, campus ministry, activities, and athletics, as well as the recipients of college book awards. Jesuit High School does not invite speakers from outside organizations or institutions to present awards.
National Honor Society: Juniors with a cumulative unweighted GPA of 3.6 at the end of the 5th semester are eligible. Interested students must pass through an application process in which they provide evidence of strong leadership, character, and service.

3.7. COMMENCEMENT

At commencement, Jesuit will recognize the Valedictorian and Salutatorian, who are the graduating seniors with the highest cumulative weighted grade point averages in the senior class at the end of the seventh semester. Student speakers at commencement will be selected by the senior class. Valedictorians, salutatorians, and student speakers must have exemplary attendance and behavioral records as determined by the administration at its sole discretion. All participating students will wear JHS-issued robes and mortarboards. Only approved cords (*e.g.,* NHS) are allowed. Cords are not issued for participation in clubs, particular courses, activities, etc. Students who wish to wear accouterments outside of their graduation gowns for cultural reasons need the approval of the administration to do so.

3.8. RE-ENROLLMENT STANDARDS

Students' academic, attendance, and behavioral records are reviewed periodically to ensure satisfactory student progress. Enrollment at Jesuit is on a yearly basis with permission to re-enroll for the following school year being granted each June by the administration to current students. Re-enrollment is contingent on the student satisfactorily meeting the following criteria and is not guaranteed by preliminary registration: commitment to the school's mission, to the rules and standards of Jesuit, and personal development that is consistent with the student's potential and the goals articulated in the

"Profile of the Jesuit Graduate."

3.9. FAILURES, INCOMPLETES, AND WITHDRAWALS

Terms of Withdrawal: Students are accepted with the understanding that they will remain enrolled at Jesuit High School for the entire academic year. In the event the student withdraws during the academic year, before the withdrawal will be official, the student and parent or guardian must:

- Return iPad, ID card, parking pass, library books, and athletic uniforms (if applicable).
- Complete withdrawal paperwork.
- Pay any tuition balance, as provided by the JHS Tuition Refund Policy available on the JHS website.

The following policies govern failures, incompletes, and withdrawals:

- Failures: Students must pass all subjects taken at Jesuit. A semester failure in any subject constitutes a deficiency, which must be corrected prior to the start of the next school year. Deficiencies may be corrected in several ways: an approved class in an accredited school (*e.g.,* Portland Community College), Jesuit summer school, or an online course approved by the Academic Vice Principal. A student who fails a class must file with the Academic Vice Principal a plan to retake the course before August 15th of the next school year. Failed classes may not be made up at Jesuit during the regular school year. It is the student's responsibility to provide the school with an official transcript of all make-up work. Students who receive a failing grade will be required to develop a recovery plan with their counselor and the CLARC staff which may involve attending the on-campus Jesuit credit recovery course in the summer.
- Incompletes: An "Incomplete" may be awarded when a student has not fulfilled course requirements for some reason (*e.g.,* illness). In such cases, the student is expected to complete the requirements within four weeks of the date that the Incomplete was awarded unless an extension is granted by the Academic Vice Principal. It is the student's responsibility to contact the teacher with regard to correcting an Incomplete. An Incomplete that is not corrected within the four-week time span becomes an "F" unless special arrangements are made with the Academic Vice Principal and the teacher involved.
- Withdrawal From a Course: In certain cases, a student may need to withdraw from a class or classes at Jesuit. The Academic Vice Principal will take a holistic approach with the family and medical professionals, as appropriate, to make a determination in each case. Because such cases are extremely rare, withdrawal from a course can only be allowed at the discretion of the Principal and Academic Vice Principal. In such cases, the student's transcript will reflect a "W" in the appropriate class. If the course is a graduation requirement, the student must make up the course before the start of the next academic year.

3.10. ACADEMIC PROGRESS

Student academic progress is reviewed every three weeks by counselors and Academic Vice Principals. This review occurs to ensure satisfactory student progress. Jesuit's Academic Vice Principals may assign academically struggling students to 0/8th period at any time during a semester. 0/8th period takes precedence over athletics and co-curriculars. A student's release from 0/8th period is at the sole discretion of their Academic Vice Principal. If a student's academic standing does not improve with the support of 0/8th period they may be suspended from athletics/co-curricular participation.
Any student who has failed Christian Service or has an incomplete for Christian Service, will be ineligible to participate in athletics/co-curriculars and ineligible for senior privileges until the requirement is completed or the "F" is recovered.

All students must carry a cumulative 2.30 or better unweighted grade point average (GPA). Students with a semester GPAs below 2.30 will be placed in 0/8th period to start the following semester. Seniors required to be in 0/8th period will have their senior privileges removed until they are released from 0/8th period. In addition, any senior who does not complete their required Financial Literacy course by the start of their senior year will also be ineligible for senior privileges.

Participation in 0/8th period serves as the initial level of academic support for students. Any student assigned to 0/8th period for nine (9) or more weeks within a semester may be required to enroll in Magis Seminar the following semester or school year to receive additional support. In some cases, a student may be moved directly from a class to Magis Seminar during the semester if further intervention is needed. Continued unsatisfactory academic progress may result in a student being asked to leave Jesuit or denied re-enrollment. See Section 5.3.

3.11. TRANSCRIPTS

Transcripts are permanent academic records. To ensure that the student's legal name is correctly listed on the transcript, parents/guardians must supply Jesuit with a copy of the student's official state-issued birth certificate. In accepting credits from accredited US educational institutions, Jesuit High School interprets "accredited" to mean Regionally Accredited Schools. Jesuit does not accept credits from non-regionally accredited schools. Jesuit High School's administration reserves the right to decide whether or not to accept credits from nonaccredited schools (*e.g.,* see notes re. ASE program. below). The following information will be recorded on student transcripts and will be included in the grade point average:

- All full-time classes taken for credit at Jesuit during the academic year. Summer school classes taken at Jesuit are not included in the GPA calculation.
- Classes taken at an accredited high school prior to a transfer student's enrollment at Jesuit.
- Classes taken at an accredited school to "rehabilitate" a D, D+, or F semester grade in a core course for the purposes of college admissions, at the recommendation of the Counselor or Academic Vice Principal. The student and parent/guardian(s) must submit an "Approval for Non-JHS Classes" form to the student's Academic Vice Principal prior to beginning the course.

Note: Approval for Jesuit students' enrollment in Summer Session credit classes for advancement (*e.g.,* in mathematics or world languages) must be obtained from the appropriate Department Chair prior to the first day of summer classes.

The following information will be recorded on student transcripts as a notation (P or NP), but will not be included in the grade point average:

- Credit classes taken for a P or NP through Jesuit's Summer Session.
- If a student attends a school outside of the US for a full academic year or semester, classes will be evaluated on an individual basis and treated as transfer classes, when appropriate. Such courses may be designated either with a letter grade or P/NP, at the discretion of the Academic Vice Principal.

The following information will NOT be recorded on student transcripts:

- Classes taken at other schools before a student is enrolled as a ninth grader at Jesuit.
- SAT, ACT, AP, and other national test scores.
- Internships or other programs that offer students significant academic enrichment opportunities. Some of these programs (*e.g.,* ASE/Saturday Academy, OHSU) provide written documentation regarding a student's research and/or practical experience, which families may include as part of the student's college application portfolio. College admissions offices rely on

written program descriptions in determining its value in the application process. Interested students should consult their College Counselor. Students requesting transcripts for college or university acceptances should request them through the Counseling Office. Students transferring to other high schools should request transcripts from the Registrar in the main school office.

Transcripts will be issued within five working days of the request. To the extent permitted by law, transcripts will not be issued until all student obligations are discharged. This includes but is not limited to JUGs (a widely-used Jesuit schools' term for detention), tuition, payment of fines, and return of school property.

3.12. STUDENT ACADEMIC RECORDS POLICY

Student academic records are maintained for every student. The records include such information as report cards, transcripts, test scores, student course schedules, enrollment information, suspension/expulsion records, attendance and immunization records, and records from previous schools. All other records, for example, counseling records, investigation records, and confidential recommendations for admission, are not part of the student academic record. Jesuit strives to protect the confidentiality of student information and prevent unauthorized inspection or use of student information or records to the extent allowable by Jesuit policy or law.

Request for Records

Within 10 days of a student seeking to enroll at Jesuit, Jesuit will notify the school at which the student was formerly enrolled and request the student's records.

Access to Records

Jesuit respects its students' privacy and only allows access to student academic records in accordance with Jesuit policy or law. Students and parents/guardians of students currently in attendance at Jesuit may inspect and review the student's academic records. A parent/guardian may make a written request to the Principal to review the student's academic records. An amendment to the student's academic records may be requested if the student's parent/guardian believes the contents are inaccurate. If the school concludes that the request is valid, the records will be amended. If the school concludes that the records need not be amended, the parent/guardian may place a statement with the records which identifies the disputed facts and states the facts which the parent/guardian believes to be correct.

Students and parents/guardians may make a written request for a copy of the student's academic records. If a student's parent/guardian wishes to grant a third person access to the student's academic records, the parent/guardian must provide Jesuit with written authorization to share the records with the third party.

Transfer of Records

When Jesuit receives a record or information request from another high school in which a student seeks to transfer or enroll, Jesuit sends academic records to the new school within 10 days of the request. Jesuit provides truthful information to the requesting school, which may include:

- Disciplinary history that resulted in suspension or expulsion, including the specific policy violation(s) and sanction(s).
- If a student withdraws (officially or unofficially) after receiving notice of a report or investigation of misconduct, or pending a sanction, Jesuit may disclose that the student withdrew while an

investigation or sanctioning decision was pending, the specific policies at issue, and any policy violation determinations that were reached.

3.13. REPORTING INFORMATION TO THIRD PARTIES

When asked by colleges or universities in the application process to report high school disciplinary history, students are expected to respond honestly. If a college or university contacts Jesuit about an incident involving a policy violation or sanction that a student has already disclosed, Jesuit will respond with a factual report of the incident(s), with written authorization from the student or their parent/guardian. If a request for information about reports, investigation, or discipline related to student misconduct is received directly from a third party, such as from a college, university, or scholarship provider, Jesuit provides truthful information, with written authorization from the student or their parent/guardian, which may include:

- A report was made alleging violation(s) of Jesuit's conduct policy or policies.
- If a violation of Jesuit policy is found, the specific policy violation(s) and any sanction(s).
- If a student withdraws (officially or unofficially) after receiving notice of a report or investigation of misconduct, or pending a sanction, Jesuit may disclose that the student withdrew while an investigation or sanctioning decision was pending, the specific policies at issue, and any policy violation determinations that were reached.

3.14. STANDARDIZED TESTING

Sophomores and juniors take the PSAT on campus in the fall. Juniors take the SAT on campus in the Spring. PSATs are for practice only and do not count in the National Merit Scholarship program. A junior student with a documented disability may be eligible to take the PSAT/ NMSQT with up to 50% extra time. In order to receive such accommodation, a student must:

- Submit a request to the College Board's Services for Students with Disabilities; and
- Submit a copy of the Eligibility Letter received from the College Board to the student's counselor. The Eligibility Letter must specifically indicate the College Board's approval of the student's extended time request.

Regardless of the documented disability, or receipt of an Eligibility Letter, no accommodations of any kind will be offered for the sophomore PSAT. Students taking Advanced Placement Program Exams must comply with the requirements set forth herein in order to receive the above-referenced accommodation.

3.15. TEST AND EXAMINATION POLICY

Semester examinations (finals) must be taken at the scheduled time, barring an emergency situation. Families should not schedule vacations, college visits, appointments, or other pre-arranged activities that conflict with their students' final exam schedule. Students will not be allowed to take a semester examination if they are more than 10 minutes late. If a student is absent from a semester examination, the student will receive an Incomplete for the semester. It is the student's responsibility to make arrangements with the Academic Vice Principal to make up the exam. Except in cases of emergency or illness, students will be charged a proctoring fee to make up the exam.

As a private, college-preparatory school, Jesuit has aligned its test and examination policy with the accommodation eligibility and review process and requirements set forth by the College Board. Students with a documented disability may be eligible to take Jesuit tests and finals with up to 50% extra time. In order to receive such accommodation, a student must:

- Have a documented disability that necessitates extended time testing;
- Have documentation on file at school that supports the need for extended time. Such documentation must be supplied by a psychological, educational or medical specialist (who is not a member of the student's immediate family) and include all of the "seven key criteria" the College Board requires.
- Jesuit will submit the request directly to the College Board's Services for Students with Disabilities, which must be approved. If the request is denied, Jesuit will work with the family on one appeal.

The accommodation set forth herein will not be provided at Jesuit unless and until the student has met the requirements set forth in items above.

3.16. ACADEMIC INTEGRITY

Learning is the pursuit of truth. Each student's academic integrity is of paramount importance and must be preserved for the student's moral development as well as for the integrity of the school community.

The goal of Jesuit's Academic Integrity Policy is to promote honest academic work, educate students about ethical scholarship, and help students learn from mistakes so they can avoid future academic integrity violations. While a student's intent may be considered when determining an appropriate educational response or consequence, the presence or absence of intent does not determine whether an academic integrity violation has occurred. For example, failing to properly acknowledge the words or ideas of others is plagiarism, regardless of whether it was intentional.

All students and parents/guardians must sign Jesuit's Honor Code, included in the Commitment to Jesuit High School Mission form at the end of the Student and Family handbook.

Examples of common academic integrity violations include:

- Plagiarism: Presenting or using another person's words, ideas, images, data, or creative work as one's own. This includes copying or paraphrasing another's work without proper attribution, using incorrect or fabricated citations, misattributing quotations, or failing to cite sources appropriately, including when information or ideas are incorrectly assumed to be common knowledge.
- Using AI to generate work or content submitted by a student without explicit permission from the teacher to do so or not following course AI policy as directed by the teacher.
- Copying another student's homework.
- Submitting another person's work as one's own or purchasing work from an outside source.
- Cheating on a test, quiz, or other assessment or sharing assessment content with other students without authorization.
- Failing to comply with testing procedures (*e.g.,* using unauthorized materials such as notes, calculator, smartwatch, or other electronic devices).
- Receiving excessive or unauthorized assistance from a parent, tutor, another student, or any other individual.
- Consulting secondary sources when explicitly instructed not to do so.
- Giving or receiving unauthorized assistance on any school assignment.
- Establishing a pattern of absences on test or quiz days or on major assignment due dates.

Suspected academic integrity violations will be reported to the student's Academic Vice Principal who

will review the circumstances and at their sole discretion make a determination.

First Occurrence: The student will receive a zero for an assignment that is 10 pts or less. For assignments that are more than 10 points, a student may in most cases be allowed to re-do the assignment for half credit. The parents/guardians will be notified, and the student will meet with the Vice Principal. Appropriate disciplinary consequences will be issued. In addition, the student will write a reflection paper on integrity.

Second Occurrence: The student will receive a zero for an assignment that is 10 pts or less. For assignments of 10 points or more, a student may in most cases be allowed to re-do the assignment for half credit. Appropriate disciplinary consequences will be issued. A conference will be arranged with the student, the parents/guardians, the Vice Principal and other appropriate school personnel.

Third Occurrence: The student will receive a zero on the assignment in question regardless of point value and will be suspended. If the violation occurs in the junior or senior year, the student may be required to notify colleges. Additionally, possible dismissal from Jesuit will be considered.

3.17. GUIDELINES FOR ONLINE LEARNING

Jesuit is an in-person school but may, at times, move to a fully-online learning environment (*e.g.,* after two snow days, natural disasters, etc.). We trust and expect that students will behave appropriately when engaging in online learning experiences, such as video conferences, just as they do in JHS classroom and community interactions, and that their behavior will comply with all expectations in this Handbook, including those in the Responsible Use Policy.

Communication: Students and faculty may encounter unexpected challenges during periods of online learning, such as internet outages, device problems, and conflicts in family scheduling. We ask all students and families to communicate about unexpected challenges as soon as possible from a place of patience, flexibility, and understanding.

When a problem arises:

- Email the appropriate faculty or staff member directly as soon as possible to collaborate on resolving the problem.
- Email attendance@jesuitportland.org if the problem resulted in an absence from a class.
- Email the IT Department if you have questions about JHS devices or need assistance with technology troubleshooting.
- All email communications to faculty and staff should be professional and courteous.
- Whenever possible, send emails within business hours (7:30 am to 5 pm). Emails sent after 5 pm may not receive a response until the next day.
- Faculty/staff will do their best to respond to emails within 24 hours or by the next school day if an email is received on a weekend or holiday.

Video Conferencing: Video conferencing is a key component of online learning at JHS.

- Students may never share or post a video conference link to anyone outside of their class or join a video conference that they are not invited to attend by a teacher.
- Students may never record or take screenshots of any part of a video conference without permission. However, students and families should be aware that faculty may record and post class video sessions on Canvas for students who are not present in class.

Faculty may remove students who do not follow these expectations from a video conference and their

behavior will be reported to the Vice Principal of Student Life for review and JUG.

3.18. ABSENCE AND MISSED WORK

Jesuit High School recognizes that students may occasionally miss class due to illness, school-related activities, or other reasons. To ensure fairness and clarity, the following guidelines outline expectations for making up missed classwork, homework, tests, and quizzes resulting from absences.

Illness: A student who is absent due to illness will have the same number of days to make up missing day-to-day assignments/tests/quizzes as they were absent. For example: a student who is absent three (3) days due to illness will have three (3) school days to make up missing assignments/tests/quizzes due or assigned during the applicable absence period.

School-Related Activity: A student who is absent due to a school related activity is encouraged to keep up with assignments and due dates to avoid getting behind in their courses. If this is not possible, a student will have the same number of school days of their absence from school to turn in assignments. However, assignments due on the day of departure for the school-related activity are required to be turned in by that deadline. If the student is missing a test/quiz due to their school-related absence, they may take that test/quiz the day before they leave or are required to take the test/quiz upon their return to school. If the school-related activity involves an overnight, the student must take the test/quiz within 48 hours of their return to school. In the case of multiple tests/extended time, students must contact the testing center at least 24 hours in advance of their school-related activity to create an approved testing schedule.

Non-Illness (vacation, sporting events, college visits, etc.): Students who miss school for any reason beyond health related or a school-related activity are expected to keep up with assignments while absent from school and comply with all due dates and deadlines. A student who misses a quiz or test during a non-illness absence and does not miss the class meeting day before the quiz or test is expected to take the quiz or test on the day they return. If more than one quiz or test has been missed, the first should be taken on the day of return and all others should be scheduled.

Long-Term Paper/Project: If a student experiences an extended absence due to illness leading up to the due date of a long-term paper or project, the student must contact the teacher at least 24 hours in advance of the due date to arrange a submission plan. Students who are absent due to a school-related activity or non-illness are expected to meet all deadlines for long-term papers/projects.

Partial Day Absence: Students who miss a test/quiz, but are in school part of the day, are expected to make up the test/quiz on that same day.

4. ATTENDANCE POLICY

Regular attendance is required of all students to enable their academic success. The interaction and personal relationship between students and teachers and between students and peers cannot be replaced when they are missed. The health and safety of every individual is of utmost importance, and accordingly, all students must follow the Communicable Disease policy in Section 6.5. It is the student's responsibility to make up all work missed due to absence.

Attendance for Online Learning: When students are working from home during an online learning environment, they will be expected to attend certain classes via video conferencing. Attendance will be taken in classes with mandatory meetings. Students who are not present for a mandatory video

conference will be marked absent, and students who join the video conference late will be marked tardy. If during a period of online instruction, a JHS teacher is unavailable due to an unforeseen occurrence (*e.g.,* power or Internet interruption), the teacher or JHS administration will communicate to students an asynchronous assignment. On such rare occasions, students will not be expected to attend class synchronously, but will be responsible for turning in the work assigned at the time designated by the teacher.

4.1. REPORTING ABSENCES

The student is responsible for having a parent or guardian notify the Attendance Office of their absence. They can do so through the online attendance notification form in the Parent Portal, by email (attendance@jesuitportland.org) or by phone (503-291-5419). Failure to do so will result in disciplinary consequences. When emailing or calling in, please clearly state your student's full name, date, and reason for the absence. Jesuit's attendance notification, email and voicemail operate twenty-four hours a day. The email or call explaining an absence should be made prior to the start of school the day of the absence. Advanced notice of an absence is always encouraged.

Calls or notes received that acknowledge the absence or tardiness of a student do not necessarily excuse the absence/tardy. That determination will be made by the school administration at its sole discretion. No student who follows the attendance directives should appear on the unexcused absence list. If a student does appear on that list and this is in error, the student must contact the Attendance Secretary immediately. Unexcused absences will receive serious consequences, including loss of all credit for classes missed, parental notification, and disciplinary action.

4.2. PRE-ARRANGED AND EXTENDED ABSENCES

For all pre-arranged absences, including those related to a school activity, the student is to notify each teacher at least a day in advance and make arrangements to complete homework, projects, assignments, etc. that will be missed and to adhere to course deadlines during the absence. Failure to make such arrangements may negatively impact the student's grade. Teachers will advise the Vice Principals if they believe the student cannot afford to miss class based on overall grades, effort, and absence record.

Pre-Arranged Extended Absence: Families should avoid scheduling vacations and other events on school days. College visits should be arranged outside of class time. If a student is going to be absent for more than two (2) consecutive school days, the student must turn in an Extended Absence Form to the Vice Principal of Student Life at least three school days in advance of the absence. The form is available on the JHS website. The student is to notify each teacher as part of completing the Extended Absence Form. In such cases, teachers are not expected to reteach the material missed; the student must make arrangements with classmates or tutors to catch up on the missed material. Failure to submit the Extended Absence Form on time may result in disciplinary consequences

4.3. ATHLETIC AND ACTIVITY RULES FOR ATTENDANCE

Students must attend classes the entire school day to be eligible to participate, practice, or compete that day. This applies to all activities and athletics. Excused absences for school-sponsored functions or pre-arranged absences related to health (e*.g.,* doctor, therapist or dentist appointment) are exceptions. To pre-arrange an absence for a health appointment, parents must call or email the attendance office at least one school day prior to the start of the day of the absence. Upon returning to school from an appointment, a note from the doctor or therapist must be given to the Attendance

Secretary.

4.4. ACCUMULATED ABSENCES ACADEMIC REVIEW

To ensure timely communication and appropriate academic support, Jesuit High School follows these procedures regarding student absences in a single semester for a particular class:

- At eight (8) absences, the student and parent/guardian will receive an absence alert letter.
- At thirteen (13) absences, the Vice Principal of Academics will initiate an academic review by sending a formal communication to the student and parent/guardian. This review process ensures open communication between the parent/guardian, student, and their academic support team regarding academic work missed due to excessive absences, and may involve a parent/guardian meeting if deemed necessary to review the student's academic status and discuss possible interventions.
- At twenty (20) absences, the student will be graded on a Pass/Fail (P/F) scale for the course or may be withdrawn from the class. If a student is permitted to continue pursuing credit, they may be required to submit a written plan for earning credit.
- At twenty-five (25) absences, the student will be withdrawn from the class.

These steps are intended to provide early intervention, ensure transparency, and maintain high academic standards.

4.5. APPOINTMENTS/LEAVING CAMPUS/LEAVING CLASS

- Students should avoid appointments during school hours. In the rare instance that an appointment is made, the office must be notified no later than the start of school the day of the appointment. Appointments taking a full school day are treated as an absence. As a reminder, in order to participate in school activities or athletics on a particular day, a student must attend classes that entire school day (see section 4.3).
- No student is to leave campus for an appointment without checking out with the Attendance Secretary. Upon returning to school from an appointment, the student must check back in with the Attendance Secretary.
- No student is to leave class without permission from their teacher.
- Failure to follow these directives will result in an unexcused absence and appropriate disciplinary consequences.

4.6. TARDIES

Students arriving tardy to school must report to the Dieringer School Office immediately upon arrival to school.

- Students arriving late but within the first 20 minutes of the start of the school day are allowed three tardies for the semester before a JUG is issued.
- Students arriving after the first 20 minutes but within the first period of the school day will automatically receive a JUG regardless of the number of tardies they have on their attendance record. Tardies beyond the first period of the school day will be handled at the discretion of the Vice Principals.
- If a student misses more than half of a class period, a full class absence will be recorded.
- Upon the fourth tardy and every tardy thereafter, the student is required to serve a JUG. Cumulative tardies will result in further disciplinary consequences deemed appropriate by the Vice Principal of Student Life.

Throughout the day, students are expected to be in class when the bell rings. Students are responsible for keeping track of their own tardies. If a teacher is late to class, students are to remain in the classroom and study quietly. After five minutes, a student should inform the Dieringer School Office that the teacher is not present.

5. SAFE SCHOOL AND STUDENT BEHAVIOR POLICIES

Cura personalis: Latin for "care of the whole person," is a fundamental value of Jesuit education. The rules of the school are intended to help create a respectful and orderly environment conducive to learning and appropriate student and faculty interaction. Respect for honesty, for the well-being of others, and for Jesuit's expectations are all indicators of the student's commitment to the Jesuit mission.

The first section of Safe School and Student Behavior Policies explains what conduct is prohibited in our school community. The next section describes how to report such conduct, and how Jesuit responds to reports of prohibited conduct, including violations of other Jesuit policies found in this Handbook.

Our commitment to dignity and respect underlies behavioral expectations for our campus community. Respect for oneself, other students, teachers, staff, volunteers, and visitors are key.

- The school will demonstrate a compassionate, Christian attitude toward all students and strive to create a safe, supportive environment.
- "Loving" and "Committed to Doing Justice" are two of the five tenets of the Profile of a Jesuit High School Graduate. Love is the most certain sign of God's presence, and is the heart of the Christian vocation. Justice requires that all students be treated with dignity as children of God regardless of race, sex, disability, national origin, or any other protected category under the law, as we seek greater understanding, acceptance, and generosity toward others.
- When Jesuit becomes aware that a student is identifying as or requesting a name or gender other than what is on their legal birth certificate, Jesuit will engage with the student and the student's family to determine an appropriate course of action to best meet the student's and school's needs at Jesuit's sole discretion.

5.1. PROHIBITED CONDUCT

Jesuit is committed to providing a safe learning environment free of discrimination, harassment, abuse, or power-based personal violence for all people, including students, staff members, and visitors. Power-based personal violence includes, but is not limited to, bullying in any form, teen dating violence, and sexual misconduct. Jesuit prohibits such conduct and other conduct in its policies below.

Students are expected to model behavior reflective of the values of Jesuit and the moral precepts of the Catholic Church. Students who in any way at any time conduct themselves so as to reflect dishonor on themselves or damage the reputation of Jesuit may face disciplinary consequences. Students who experience the behavior prohibited by this policy are encouraged to promptly report it consistent with this policy.

Accordingly, the following behaviors are prohibited at all times (whether or not school is in session) and in all places (on-campus, off-campus, or electronically). Any occurrence may result in the student being subject to severe disciplinary consequences, including the possibility of immediate expulsion.

Discrimination and Harassment

- **Discrimination** is treating people differently or less favorably because of their actual or perceived protected identity or having a policy or practice that adversely impacts the members of one protected category more than others. Protected categories include race, color, national and ethnic origin, sex, and sexual orientation, or any other protected category under the law that is applicable to Jesuit.

- **Harassment** is unwelcome conduct, whether verbal or physical, that creates an intimidating, hostile, or abusive environment. Harassment may interfere with someone's ability to participate in or benefit from the school environment, and also may place someone in reasonable fear of harm to his or her person and/or damage to his or her property.

- **Discriminatory Harassment** is harassment based on a person's actual or perceived protected identity or status.

Examples of conduct that may constitute Discriminatory Harassment include but are not limited to:

- Unwelcome jokes or comments about any aspect of an individual's identity (*e.g.,* racial or ethnic jokes).
- Disparaging or demeaning remarks to a person about an individual's identity (*e.g.,* negative or offensive remarks or jokes about a person's religion or religious garments).
- Displaying negative or offensive posters or pictures about an individual's identity.
- Communications, including those conveyed electronically, such as by email, telephone or voicemail, text messaging, or social media or other internet use, that include unwelcome jokes, comments, images or otherwise negatively reference a person's identity or characteristic(s).

Sexual Misconduct

Sexual Harassment includes unwanted sexual advances, requests for sexual favors in exchange for benefits, unwelcome conduct of a sexual nature that is physical, verbal, or nonverbal and that creates an intimidating, offensive or hostile environment, and assault when sexual contact occurs without consent. Examples may include, but are not limited to:

- Making sexually suggestive remarks, jokes, or comments of a sexual nature about the nature of another person's appearance.
- Using sexual terms in a derogatory way.
- Deliberate and unwelcome touching, pinching, brushing, or patting.
- Displaying sexual illustrations in any form.
- Unwelcome pressuring for dates or sex.
- Unwelcome descriptions or questions about personal sexual experiences.

Non-Consensual Sexual Contact is intentional touching, whether directly, through clothing, or otherwise, of a person's sexual or intimate parts without consent. Non-Consensual Sexual Contact may include sexual assault.

What is "Consent"? **Consent** is the knowing, voluntary, and clear agreement among all participants to participate in a specific act. Silence or lack of resistance do not constitute consent. If there is confusion or uncertainty about whether a participant is consenting to sexual activity, stop and clarify verbally the person's willingness to continue. Consent may be initially given but withdrawn at any time, before or during sexual activity, through words or clear and unambiguous actions or behavior. When consent is

withdrawn or can no longer be given, sexual activity must stop.

- Consent to any sexual act, or prior consensual sexual activity between or with any party, does not necessarily constitute consent to any other sexual act.
- Consent cannot be given when a person is unconscious or incapacitated.
- Consent cannot be given when a person is pressured through physical force, coercion or explicit or implied threats to participate.
    - ***Coercion*** refers to unreasonable pressure for sexual activity. When someone makes it clear that they do not want to engage in sexual activity or do not want to go beyond a certain point of sexual interaction, continued pressure beyond that point can be considered coercive. The use of coercion can involve the use of pressure, manipulation, substances, or force. Ignoring objections of another person is a form of coercion.
    - ***Force*** refers to the use of physical violence or imposing on someone physically to engage in sexual contact or intercourse. Force can also include threats, intimidation (implied threats), or coercion used to overcome resistance.
    - ***Incapacitation*** occurs when someone cannot make rational, reasonable decisions because they lack the capacity to give knowing and informed consent. For example, they are unable to understand the "who, what, when, where, why, and how" of their sexual interaction. Incapacitation may be a result of consuming drugs or alcohol, or from a temporary or permanent physical or mental health condition, or involuntary physical restraint.

Sexual Exploitation is when an individual takes non-consensual or abusive sexual advantage of another for one's own advantage or benefit, or to benefit or advantage anyone other than the one being exploited. Examples of Sexual Exploitation include, but are not limited to:

- Secretly observing another individual's nudity (including partial nudity) or sexual activity, or allowing another to observe consensual sexual activity without the knowledge and express, affirmative consent of everyone involved.
- Non-consensually capturing the image(s) of another person who is fully or partially undressed.
- Sharing or streaming of images, photography, video, or audio recording of sexual activity or nudity (full or partial) of the person being exploited, or distribution of such without the knowledge and consent of all parties involved, or to extort something of value from the person being exploited.
- Exposing one's genitals or inducing another to expose their own genitals in nonconsensual circumstances.
- Inducing incapacitation for the purpose of making another person vulnerable to non-consensual sexual activity.

<u>Other Prohibited Conduct</u>

Bullying means ***systematically*** and ***chronically*** inflicting physical harm or psychological distress on another person. It is further defined as: unwanted purposeful written, verbal, nonverbal, or physical behavior, including but not limited to any threatening, insulting, or dehumanizing gesture that has the effect of creating an intimidating, hostile, or offensive educational environment; physically harming an individual, damaging an individual's property, or placing an individual in reasonable fear of harm to his or her person and/or damage to his or her property; or substantially interfering with the individual's performance or participation in educational benefits, that is carried out repeatedly and is often characterized by an imbalance of power. Bullying may involve, but is not limited to:

- Unwanted teasing

- Threatening/Intimidating
- Stalking/Cyberstalking
- Cyberbullying - harassment and intimidation of a person through the use of any form of electronic communication
- Physical violence
- Theft
- Sexual, religious, or racial harassment
- Public humiliation
- Destruction of school or personal property
- Social exclusion, including inciting/coercing social exclusion
- Spreading rumors or falsehoods
- Hazing and coercive initiation into a student team or club

*Please note that Bullying based on protected identity may also constitute Sexual or Discriminatory Harassment.

- **Retaliation** is any adverse action taken against an individual because they were involved in the disclosure, reporting, investigation, or resolution of a report of conduct that violates Jesuit policy. Retaliation includes threats, intimidation, harassment, coercion, violence, or any other conduct that would discourage a reasonable person from accessing the rights and benefits available to them under Jesuit policy, such as making a report or participating in an investigation. Jesuit will impose sanctions on any student found to be engaging in retaliation, and on individuals who encourage third parties to retaliate on their behalf. Jesuit will not retaliate against any current, potential, or former student who, in good faith, reports prohibited conduct under this policy or participates in the investigation of a report. If you believe you have experienced retaliation, please contact a Vice Principal immediately.

- **Stalking** is a course of conduct directed at a specific person that would cause a reasonable person to fear for their safety or the safety of others. Stalking can take the form of repeated and unwanted attention or contact, and may include physically following or contacting someone, or a course of conduct that takes place online (cyberstalking). Stalking behaviors also include, but are not limited to, repeated non-consensual communication by any means; use of surveillance (whether in-person or via social media or other means); collecting information about a person's routine, friends, family or coworkers; uninvited visits to and/or waiting or loitering at a residence, workplace, classroom, house of worship, or other locations where an individual is commonly found.

- **Teen Dating Violence** is a pattern of behavior in which a person uses or threatens to use physical, mental, or emotional abuse or sexual violence to control another person who is in a dating relationship with the person, where one or both persons are 13 to 19 years of age; or behavior by which a person uses or threatens to use sexual violence against another person who is in a dating relationship with the person, where one or both persons are 13 to 19 years of age. Teen dating violence may also be sexual misconduct.

- **Dishonesty Other Than Academic:** Forgery or falsification of school or other documents, lying to staff or administrators, or otherwise representing oneself dishonestly will result in disciplinary action. A student who establishes a pattern of dishonesty, whether academic, non-academic, or both, will be liable for expulsion.

- **Disrespect Towards Anyone:** A student showing deliberate disrespect toward anyone in any way, whether written, verbal, physical, or through the use of images or online/digital mediums (including using technology or AI to modify photos or likeness of another and/or distributing images or likeness of others without permission) or who is insubordinate towards any members of the faculty or staff, will face disciplinary sanctions, which may merit suspension or expulsion.

- **Possession of Illegal or Controlled Substances:** The use of tobacco, nicotine, vaporizers/inhalant delivery systems, alcohol, and marijuana is prohibited. Students are not to possess, use, transmit, distribute, be under the influence of, or show evidence of having used any of these items or any illegal drug or drug paraphernalia (including e-juice or e- liquid of any type). If such behavior occurs on campus at any time, before or during the school day, or at a school-sponsored activity on or off campus, it will result in a mandatory drug screening test at a school approved agency, suspension, and may involve consideration of dismissal from Jesuit. Off-campus behavior involving illegal substances may be addressed by Jesuit at its sole discretion. In addition, students are prohibited from possessing, distributing, or consuming prescription medication prescribed to others, misusing their own prescribed medication, or sharing, selling, or distributing their own prescribed medication. Students shall not promote or publicize the use of tobacco, nicotine, vaporizers/inhalant delivery systems, or any controlled or illegal substances. Attendance at events or parties where controlled or illegal substances are present may result in disciplinary consequences. Students who provide, distribute, or sell drugs, alcohol, tobacco, nicotine, vaporizers/inhalant delivery systems, or drug-related paraphernalia, at any time, in any location, during the school year or outside the school year will face disciplinary consequences which may include possible dismissal from Jesuit, as well as referral to law enforcement.

- **Vulgarity and Obscenity:** Obscene or vulgar language, writing, pictures, signs, or gestures are prohibited.

- **Membership in Certain Groups:** Jesuit will not tolerate groups which the administration judges as potentially harmful to the positive Catholic atmosphere of the school. The school will not tolerate any person or any group which promotes attitudes and ideals contrary to the school's Christian and democratic principles. Students who join, promote, or recruit others to join such groups will be subject to disciplinary action, including possible expulsion.

- **Violence, Fighting, or Threats of Violence:** Students who engage in acts, attempts, or threats of violence or fighting will be subject to possible expulsion. Depending on the circumstances, the situation will be reported to law enforcement. In cases of violence, threats or attempts of violence, the school may require the student to undergo psychological evaluation with an approved mental health care professional and/or a threat assessment with law enforcement. Such evaluation requires that the parents/guardians authorize the complete sharing of all information between Jesuit and the mental health care professional conducting the evaluation. If a faculty or staff member becomes aware of a student who is talking or writing about violence, they will notify the administration immediately.

- **Possessing Dangerous Objects and Weapons:** Jesuit High School defines "dangerous objects" and "weapons" as objects typically capable of being used to kill, physically injure, or intimidate others. They include, but are not limited to, firearms, explosives, incendiary material, blades of

any type or size, chains, brass knuckles, martial arts devices, etc. Jesuit High School will use its sole discretion to decide if an object will be considered a dangerous object. If a student discovers that he or she is somehow in accidental possession of a weapon, the student should notify a teacher or administrator and deliver the weapon to that person immediately. Doing so will mitigate disciplinary action by the school. If a student seeks to be approved to bring a weapon or something simulating a weapon to school for a class presentation or other school purpose, the student must seek approval from the teacher in advance. The approved object must be checked in with the Vice Principals at the start of the day, checked out for the period or periods for which it is to be used, and checked back in to the Vice Principals until the end of the school day.

- **Disruptions to the Learning Environment:** Members of the Jesuit community have the right to a learning environment that is free from unreasonable disruption, obstruction, or interference. Disrupting or obstructing normal Jesuit activities, including but not limited to academic activities, programming, athletic events, lunch/flex/break, and administrative functions, is prohibited. This includes the use of any object which might disrupt normal activity and/or injure others or cause damage to property, such as firecrackers, smoke bombs, water balloons, squirt guns, pellet guns, laser pointers, etc., which, in the view of the administration, could potentially disrupt the learning environment of the school or cause annoyance or alarm (*e.g.,* drones). Drones may be used on campus, including Valley Plaza, only with the explicit permission of the Principal.

- **Inappropriate Use of Social Media:** Jesuit prohibits inappropriate use of social media. Examples of inappropriate and offensive social media use may include, but are not limited to, depictions or presentations of the following:
    - Photos, videos, comments or posts showing or suggesting the personal use of alcohol, drugs or tobacco, *e.g.,* holding cups, bottles, cans, shot glasses etc.
    - Photos, videos, and comments that are of a sexual nature. This includes links to websites of a pornographic nature and other inappropriate material.
    - Pictures, videos, comments or posts that condone drug-related activity. This includes but is not limited to images that portray the personal use of marijuana and drug paraphernalia.
    - Content online that is derogatory, demeaning or threatening toward any other individual or entity (*e.g.,* derogatory comments regarding another school; taunting comments aimed at others and derogatory comments regarding sexual identity, religion, race and/or gender). No posts should depict or encourage unacceptable, violent or illegal activities (*e.g.,* hazing, sexual harassment/assault, gambling, discrimination, fighting, vandalism, academic dishonesty, underage drinking, illegal drug use).
    - Content online that would constitute a violation of Jesuit policy.
    - Information that is sensitive or personal in nature or is proprietary to the school or athletic team, which is not public information (*e.g.,* tentative or future team schedules, student-athlete injuries and eligibility status, travel plans/ itineraries or information).

- **Violation of Law or Policy:** Violation of local, state, or federal law, or any Jesuit policy is prohibited.

- **Vandalism and Theft:** The following actions are prohibited:

- Theft, vandalism, or misuse of Jesuit property.
- Theft or vandalism directed at another school or the students or staff of another school.
- Theft or vandalism of another person's property on campus or at a school event.
- Any act of theft or vandalism committed in the larger community warranting law enforcement intervention.

In addition to disciplinary consequences, students and their parents/guardians shall be liable for damage done to or the theft of school or private property.

5.2. ADDRESSING PROHIBITED CONDUCT

This section describes how the Jesuit community can report concerns and how Jesuit will respond to such reports.

Jesuit's Right to Enforce Rules

The administration of Jesuit is the sole judge of the nature and severity of behavioral violations taking into consideration balancing *cura personalis* and *cura apostolica* (care for the school community). The administration may amend or revise the school's behavioral expectations, processes, and penalties at any time as it sees fit.

Testing for Controlled Substances: At the discretion of the administration, Jesuit school representatives may require students to submit to controlled substance testing administered by school personnel or a designated agency. Students who do not comply will not be able to return to school or participate in school-sponsored activities.

Search and Seizure: For the protection of the Jesuit High School community, school authorities may inspect and search places and areas such as lockers, parking lots, and other school property and equipment owned or controlled by the school. When there is reasonable suspicion, Jesuit school authorities reserve the right to search students, students' backpacks/purses/bags, phones, calculators, laptops, automobiles or other personal property that is brought onto campus. These searches may occur without notice to or consent of the student or parent(s)/guardian(s) and may include law enforcement resources. Students and parent(s)/guardian(s) grant permission to Jesuit personnel to search personal property brought onto campus and/or to Jesuit events off campus.

Threats to Self or Others

Occasionally, students might have concerns about a fellow student. If the concern is that a student might harm himself or herself, or may be inclined to harm others, or is talking or writing about harming others, it is vital that this information be reported immediately to a Jesuit teacher, counselor, or administrator. Depending on the concern reported, Jesuit faculty and staff will report the threat to appropriate individuals which may include upholding legal mandatory reporter obligations.

How to Report Prohibited Conduct

Students (and parents/guardians) may report concerns about prohibited conduct to a teacher, counselor, or administrator. Teachers/coaches/staff will enforce the school handbook's prohibited conduct policies and notify Jesuit's Vice Principal of Student Life (VPSL) when required. The VPSL will

take any appropriate next steps, which may include scheduling a meeting with the student (and parents/guardians) or requesting additional information. Counselors work with students in accordance with the American School Counselor Association's Ethical Standards for confidentiality when topics of prohibited conduct are shared with them, subject to mandatory reporting requirements. All school employees are "mandatory reporters" as defined by Oregon state law and are trained annually on what constitutes a mandatory report to the Oregon Department of Human Services and/or law enforcement.

Jesuit's Response to Reports or Information about Prohibited Conduct

When Jesuit becomes aware of information about conduct that may reasonably constitute prohibited conduct, Jesuit will assess reports or concerns and may take any interim supportive and safety measures needed to ensure the safety of the students involved and the school community. In situations involving reports of sexual misconduct, Jesuit will provide information to students and their families about the procedure for addressing the alleged misconduct.

Jesuit will gather additional information as needed to determine, in its discretion, whether the information learned, if true, violates Jesuit policy. If so, Jesuit will assess the appropriate next steps. If Jesuit determines an investigation is warranted, the investigation will be prompt, impartial and thorough. If Jesuit determines that a violation occurred, the school may take disciplinary action as appropriate in accordance with section 5.3.

Amnesty for Alcohol or Drug Use in Sexual Misconduct Reporting

The health and safety of every student at Jesuit is of the utmost importance. Jesuit recognizes that students who have been drinking and/or using drugs at the time that sexual misconduct occurred may be hesitant to report such incidents due to fear of potential consequences. Students who report information about possible sexual misconduct or participate in a related investigation (including Respondents) will not be disciplined for violations of Jesuit policies against drug and/or alcohol use that occurred in connection with the reported violation and that were discovered as a result of a sexual misconduct report or investigation, unless the student gave another person alcohol or drugs without the person's knowledge and with the intent of causing that person to become incapacitated and vulnerable to the sexual misconduct.

Confidentiality

To the extent possible, reports of prohibited conduct and Jesuit's response, including for example, any investigations, will be treated as confidential. Information related to complaints and investigations will be shared only as needed to investigate and address the complaint, to provide students support, or as is allowed by Jesuit policy or law.

5.3. Disciplinary Action

Disciplinary action will be taken when Jesuit determines that a student committed a violation of its behavioral standards and values that Jesuit expects of all students. JUGs (a widely-used Jesuit schools' term for detention) accumulate the entire school year and do not reset at the semester. The school may apply the following depending on the offense. Failure to satisfactorily complete requirements of a disciplinary action may lead to further disciplinary consequences, up to and including suspension or expulsion.

- Lunch JUGs: Lunch JUG starts at the beginning of the lunch period. Students report to the lunchroom supervisor at that time

- Before School JUGs: JUG begins 30 minutes prior to the start of school day. Students report to the Dieringer School Office.
- After School JUGs: JUG begins five minutes after the last scheduled class period/assembly on Monday and Wednesday. JUG will last approximately forty minutes.
- Administrative JUGs: These JUGs are set for two hours at a time scheduled by the Vice Principals. Only an administrator may assign a student to an Administrative JUG, which are generally for repeated and/or serious violations of Jesuit policy.
- Revocation of Privileges: Parking privileges or senior off-campus privileges may be suspended or revoked at the discretion of the school. Students on academic or behavioral probation will not receive senior privileges until the probation is lifted. The school also may suspend a student's ability to attend and/or participate in any school sponsored activities on or off campus.
- Replacement fees will be levied for lost locks, ID cards, or parking passes to pay for replacement.
- Suspension: Suspension is a temporary denial of a student's ability to be on the school campus, attend classes or participate in school activities. Suspension is applicable at the discretion of the school as a response to: 1) a single serious behavioral violation of school rules, 2) as a response to a pattern of academic, attendance, and/or behavioral shortcomings, or 3) as judged appropriate by Jesuit. Students who are suspended for any reason should be aware that some colleges ask if an applicant has been suspended during high school. At its discretion, the school may assign an "in-school suspension." Students on in-school suspension must report to the Vice Principal of Student Life by the start of the school day. Appropriate work will be assigned, to be done by the student in the school office. All conditions of suspension remain as stated above.
- Behavioral Probation: Probation may be assigned for an excessive number of behavioral referrals of any type, for a record of consistent academic, attendance, and/or disciplinary issues, or at any other time the administration considers probation to be an effective means of addressing inappropriate student performance. Probation will be for a specified length of time. The probationary period may also be extended if necessary. The student on probation will be evaluated according to a contract drawn up by the school and signed by the student, the student's parent(s) or guardian(s), and a Jesuit administrator. Violation of the contract, demonstrated ambivalence toward contract obligations by the student, or failure by the student to notably improve in the areas cited within the contract will result in a possible expulsion. In addition, suspension, expulsion and/or other restrictions or sanctions may be imposed for violations of school rules during the probation. Prior probations any time during the student's attendance at Jesuit will have an important bearing on subsequent administrative disciplinary decisions involving the student.
- Expulsion: Jesuit may expel any student who through a pattern of behavior or by a single serious transgression fails to live up to the rules, standards, values, and/or expectations of the school as stated in the student and family handbook, the School Mission statement, and/or the "Profile of the Jesuit Graduate at Graduation." No probationary period needs to precede such a decision, which the school can make at any time. In cases involving possible expulsion, Jesuit will meet with the student and the student's parent/guardian(s). Jesuit will make its decision and notify the student and parents/guardians. In most cases, the decision made is final and the student may be denied re-enrollment or expelled. Students in this case may not be eligible for readmission to Jesuit in the future and may be forbidden from attending any Jesuit function or coming onto the school campus at any time. Only the Principal can waive this restriction.

6. GENERAL POLICIES

6.1. CELL PHONES, EARBUDS, SMARTWATCHES, SMART/AI GLASSES

- Cell phone use is not allowed on campus during the school day, including passing periods, breaks, Flex Periods, or lunch. This includes walking to and from Valley Plaza classrooms or spaces.
- Cell phones must be powered off and stored in the interior of the student's backpack, bag, or locker **from the 5-minute warning bell before the first period of the day until the end of the school day**. Any student seen with a phone out or in their pocket during this time, without direct authorization from a Faculty/Staff member, will have it confiscated and given to the Dieringer School Office, where it can be picked up at the end of the school day. The student will also receive disciplinary consequences, at minimum, an After School JUG.
- Students may not have cell phones out at any time in locker rooms, restrooms, Drama Department dressing rooms, or any campus space used as a dressing room for any activity. These areas have a high expectation of privacy. Students with their cell phone out in these spaces should expect their phone to be confiscated and taken to the Dieringer School Office. A parent/guardian may pick up the phone at the end of the school day. Students will also receive minimally an Administrative JUG, and depending on the circumstances, may receive a suspension or expulsion.
- If a student has an urgent need to reach a parent or other party, they should go to the Dieringer School Office for assistance.
- Cell phones may not be out or visible in the lunch line or used as a form of ID. Students must carry and use their school-issued ID card. At vending machines, students should plan to use cash or a physical debit/credit card.
- Earbuds/headphones are not allowed during the school day outside of the library, unless students have the permission of a faculty member. Students may not use/wear headphones or earbuds when moving through the school during passing periods.
- Students may wear smartwatches during the day but should set them to a mode that disables all calls, texts and notifications (*e.g.,* "Airplane" or "Schooltime" mode) to avoid distracting themselves or other students. Staff members may ask students to remove smart watches at any time. Smartwatches must be removed and not visible prior to any testing.
- Smart glasses, AI-enabled glasses, and other wearable devices with cameras or recording capabilities are prohibited on campus at all times.

6.2. CLARK LIBRARY AND ACADEMIC RESOURCE CENTER (CLARC)

The CLARC is expected to be a space for quiet study, research, academic support, and personal reading. No food or drink, except for water, is allowed. All students must be seated in the CLARC.

6.3. CLOSURE POLICY FOR INCLEMENT WEATHER

Jesuit's official website at www.jesuitportland.org will provide necessary closure or late-start information. In addition, radio and television stations broadcast such information. In the event of school closure for inclement weather, all scheduled school activities are also canceled. In the case of multiple days of school closures, students will be expected to follow directions regarding digital learning days. Parents and guardians who have provided Jesuit High School with cell phone numbers will also receive a text message informing them of school closures. Parents and guardians have the right to opt out of this service.

6.4. CO-CURRICULAR ORGANIZATIONS AND CLUBS

Co-curricular organizations are school-sponsored or endorsed organizations that operate entirely or in part outside of the school day, including but not limited to those organizations which allow students to represent themselves and Jesuit through their performance, competition, or participation, such as fine arts productions, interscholastic athletics, student government, cheerleading, service and honor societies, etc. Membership and/or participation in Jesuit co-curriculars is a privilege which the school may revoke at any time. Poor or declining grades, behavior problems, illegal activities, or other incidents that at any time damage Jesuit's reputation or endanger self or others are some reasons why the administration may not allow a student to be part of its co-curricular program. The organizations themselves may also create criteria that a student must meet in order to enter into or retain membership, subject to approval by the administration. All co-curriculars at Jesuit are under the general oversight of the Activities Director and Vice Principals, except for athletics and fine arts, which have their own directors. At the discretion of the administration, co-curricular organizations and clubs may be dissolved.

6.5. COMMUNICABLE DISEASE POLICY

Jesuit follows the Archdiocese of Portland's policy regarding communicable diseases. Students or parents/guardians may obtain a copy of the policy from the school office.

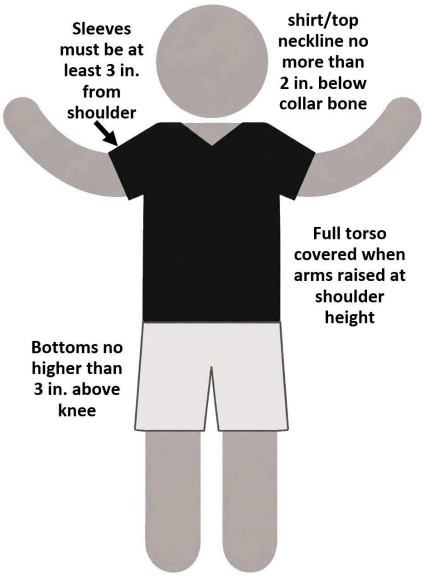
Students must stay home if they feel ill, and should stay home for at least 24 hours if they have fever or vomiting. If a student tests positive for any communicable disease, including but not limited to Covid, the parent or guardian must report that result to nurse@jesuitportland.org.

6.6. DRESS CODE

Student clothing and personal grooming should reflect respect for the dignity of self, other individuals and groups, and promote effective learning and social environments. The intent of the Jesuit High School dress code is to instill an understanding of the expectations of appropriate attire in different contexts. The dress code is in effect on all school days, including exam days. A student in violation of the dress code may be sent to the office, given a JUG, and/or required to arrange for a change of clothes. Repeated offenses will warrant increased disciplinary consequences. The administration makes the final determination for student dress code questions. The administration may grant exceptions for religious, cultural, or health reasons.

<u>General Guidelines:</u>

- Clothing and personal grooming must be neat and clean.
- Perfume/cologne, if used at all, should be worn in conservative quantities.
- Clothing must be free of holes or rips.
- Clothing must not mock the dress code; clothing must be free of inappropriate or suggestive messages including, but not limited to, messages relating to violence, drugs, alcohol, or racism.
- Clothing must at all times fully cover the body front and back as demonstrated in the graphic to the right when arms are raised at shoulder height.
- Jesuit team jerseys, with an approved shirt underneath, are allowed on pre-arranged days, as set by the coach and the Vice Principals.



Shirts/Tops: Shirts and tops must have sleeves that extend at least three inches down the arm beyond the edge of the shoulder, be no more than two inches below the collar bone, may not be see-through, and may not have cut/ripped necklines.

Pants/Shorts: Students may wear standard denim pants, corduroys, dress slacks, cargo pants, and khakis. Shorts can be three inches above the knee. Pants and shorts cannot have holes/rips, sag below the waist or be see-through. No sweatpants, sweat shorts, athletic pants, athletic shorts, pajama pants, leggings, or yoga pants are permitted.

Skirts/Dresses: Skirts and dresses can be three inches above the knee. Dresses must have sleeves that extend three inches beyond the edge of the shoulder.

Hair: Students are to keep their hair clean and well maintained. If students choose to dye their hair, it must be of a natural hair color (this includes streaks or patches). Students may not carve designs or initials into their hair.

Hats/Accessories: Hats, of any type, including sweatbands, bandanas, hoods, and visors are not allowed during the school day, including during video conferences. Earrings are allowed. Visible tattoos, ear gauges, industrial ear cartilage piercings, and other body piercings are not allowed. Dog collar type jewelry, studded wristbands, other studded accessories, wallet chains, belts with chains or ropes are not permitted. Students may not wear sunglasses or any kind of tinted glasses in school buildings.

Shoes: All shoes (other than exceptions noted) must either cover the toe and heel or have heel and toe straps that are properly used. Backless tennis shoes and backless sole shoes (Birkenstocks, Crocs, and similar) are permitted. Slippers, flip flops, athletic slides, or other backless shoes are not permitted.

Outer Garments: If at any time, a shirt underneath an outer garment such as coats, jackets, sweaters, sweatshirts, fleeces, is visible, that shirt must be an approved shirt under the dress code guidelines.

Dress Up Days: Days of All-School Liturgies and other special occasions may be designated as dress-up days. These are school days where a more formal appearance is expected of students out of respect for the special purpose of the day. In addition to the usual dress code guidelines, the following guidelines apply for the entire school day. Dress-up clothing includes dresses, dress slacks, dress tops/shirts, and dress shoes. Males should wear ties with button-down shirts. Students should not wear cargo pants, shorts, any article of denim clothing, or athletic shoes. Backless dress shoes and dress sneakers (solid dark color on top) are permitted.

Dress Code at School Events: Students are to wear neat and clean clothing to school events. All rules regarding accessories and inappropriate messages on garments apply. Students are not allowed to be shirtless while participating in school activities or at school events on or off campus either during or after school hours. Wearing the applicable uniform for a school athletic team while participating in a game or practice complies with the dress code.

6.7. FOOD, DRINK, GUM

Food and drink are allowed only in the Gedrose Student Center and Hollman Family Student Union Student Center, Hayes Plaza, and the pavers between Elorriaga and Gedrose. Students may not consume food and drink, except water, inside school buildings or on the Alumni Quad. Gum is not permitted at

any time or in any place on campus.

6.8. ILLNESS OR INJURY DURING THE SCHOOL DAY

If a student becomes ill or injured while on campus during the day, they must report to the Nurse or Dieringer School Office. Likewise, if a student is presenting as unwell, a faculty or staff member may ask the student to go to the Nurse or Dieringer School Office. Jesuit will contact the student's parent or guardian and the student may be sent home. The school does not administer medication to students without proper consent and documentation from parents or guardians. All personal injuries incurred on campus must be reported to the Principal by the supervising adult.

6.9. LOST AND FOUND

Students should notify the Director of Campus Safety of lost personal belongings and complete a form describing missing property. Those items turned in as lost and found will be available in the Dieringer School Office. Unclaimed items will be donated to charity.

6.10. MEDICATIONS

The school does not administer medications to students without proper consent and documentation from parents or guardians. If a student is carrying any OTC (over-the-counter) medications on campus during the school day, these must be in their original containers and may not be shared with other students.

6.11. MISUSE OF FACILITIES AND RESOURCES

Misuse of Jesuit facilities and resources is prohibited. This includes unauthorized solicitation or fundraising, sales or business activity, or gambling on campus or at a school-sponsored event or activity, whether on or off campus. Students wishing to organize fundraising events must seek the approval of the Principal.

6.12. PARENTAL CUSTODY

Jesuit students are required to live at home with a parent or legal guardian, even after they reach the age of eighteen. Divorced or separated parents/guardians are expected to file a court-certified copy of the custody section of the divorce or separation decree with the Registrar. The school is not responsible for failing to honor arrangements that have not been made known in this way.

6.13. POSTINGS ON CAMPUS

Postings on campus need to be approved by a faculty member or administrator.

- Birthday greetings, information sheets, etc. posted on the walls around campus must use only blue or green painters' tape and cannot be posted on the center posts of doorways, the exterior pillars of the school, or on glass windows.
- No advertisements or information, aside from those put up by a JHS faculty or staff member, can be posted by a student anywhere on campus except with the prior approval of a faculty member or administrator. Postings must be removed at the conclusion of the event.

6.14. PREGNANCY POLICY

Jesuit supports the position of the Catholic Church that abstinence is the proper choice regarding premarital sex. Jesuit emphasizes the need to make positive moral choices, including decisions regarding sexual conduct. At the same time, Catholic tradition embraces a compassionate attitude toward students who become pregnant or who are responsible for a pregnancy. When Jesuit becomes aware of

the pregnancy of a student, or the impending fatherhood of a student, the Counseling Department will schedule a conference with the student, the student's parent/guardian(s), school counselor, and a representative of the school administration. The school will determine an appropriate course of action for meeting the student's educational goals, which may include remaining at Jesuit full-time, taking a reduced course load, or alternative school options.

6.15. RESTRICTED AREAS & ITEMS

Jesuit functions as a closed campus. Students may not leave the campus during school hours without permission from the office. All students shall avoid the following areas which are off limits during the school day: PAC Lobby, area between PAC Lobby and surrounding areas west of the Gedrose Student Center and Hollman Family Student Union Student Center, including the baseball complex; areas east of the gym and locker rooms (stadium, softball field, parking lots). Exceptions: supervised P.E. classes, *e.g.* tennis courts and the track. Areas immediately adjacent to school grounds, including but not limited to adjacent sidewalks, shall remain clear at all times for pedestrian through-zones.

Additionally, classrooms, the gymnasiums, the weight room, the activity room, locker rooms, and all such rooms and areas intended for instructional purposes are off limits to students unless a staff member is present. In order to protect students and their health, no loitering in the parking lot is permitted. During the school day students may be in the parking lot only while leaving or entering campus.

Restricted Items: Skateboards, roller skates or in-line skates/roller blades, and scooters are never allowed on campus or in the parking lot.

6.16. SCHOOL NAME, LOGOS OR SEAL

The school does not allow the use of the name "Jesuit," "Jesuit Crusaders," or "Jesuit High School," or the Jesuit logo or brand images except by specific permission of the President, Principal or their designee. No non-school group, team, or club of any type is allowed to identify itself as "Jesuit," "Jesuit Crusaders," or "Jesuit High School," nor are those names to be printed on garments or otherwise publicly displayed in any way, including social media, except by the pre-approval, in writing, of the President, Principal or their designee.

6.17. SENIOR PRIVILEGES

Seniors with off-campus privileges (parent/guardian permission letter on file and in possession of a senior privilege sticker on their student ID) may leave campus during their lunch and/or prep period. No other students may leave campus during the school day. Seniors must be on-campus during Flex Period, Mass/Silent Study, and assemblies. Authorized seniors may leave campus only on foot or bicycle until given the privilege of driving off campus at the discretion of the Principal. During the school day, seniors with privileges may be in the parking lot only while leaving or entering campus; they should not sit in their cars. Students returning to campus late will lose senior privileges for a duration of time determined by the Vice Principal of Student Life.

6.18. STUDENT ID

Students are required to carry their own current school issued ID from arrival to campus until the end of the school day. IDs may not be altered, decorated, or tampered with. A lost or broken ID or proximity card should immediately be reported to the Director of Campus Safety. A replacement fee of $5 will apply.

6.19. STUDENT MESSAGES AND ANNOUNCEMENTS

Jesuit is limited in its ability to convey messages to students during school. Parent/Guardian(s) are asked to only leave messages for emergencies. Jesuit will not call a student out of class for a telephone call unless it is an emergency. Individuals seeking to leave a message for a Jesuit student in an emergency should call the main office.

All school announcements must be approved by a faculty/staff member and read by approved student announcers.

6.20. STUDENT PARKING AND DRIVING REGULATIONS

Eligibility: Students parking on campus must register their cars with the Director of Campus Safety.

- To be eligible for a permit to park on campus, a student must be a junior or senior and have a valid driver's license.
- Only one parking pass will be issued per family.
- Students are expected to know and obey the parking regulations.
- Parking permits are non-transferable.
- Students may register no more than two vehicles.
- Parking permits must be returned at the end of the year. A $25 fee will be applied for missing or damaged permits.

Reserved Spaces:

- Parking spaces will be assigned in the Cronin lot (by Cronin Field), the lot north of the tennis courts, and designated areas in the Valley Plaza lot.
- To be eligible for a parking space, students must submit a vehicle registration form (available by May 1st) and a copy of their driver's license to the Director of Campus Safety by June 1st. Students who turn in information after that date will be placed on a waiting list.
- Student parking spaces will be assigned in the following way: Typically, seniors will be assigned spaces in the Cronin lot, while juniors will be assigned spaces in the lot north of the tennis courts, or designated areas in the Valley Plaza lot. Factors such as carpools, frequency of driving to school, and size of primary vehicle can affect parking space assignments. Student spaces are reserved for the entire school day. Staff and visitor spaces are NEVER open-parking. On certain days, student parking will be shifted to other lots.

Parking Enforcement:

- Since spaces are assigned, unauthorized vehicles parked in assigned spaces must be moved immediately. The school will attempt to notify the owner of the vehicle but, if that fails, the vehicle may be towed so that the authorized vehicle may use the assigned spot. Offenders pay the cost of the towing.
- If the unauthorized vehicle is a student's, that student will receive disciplinary consequences. Students who park in staff spots should expect an Administrative JUG.
- Students who find their spot taken should inform a campus monitor and ask for directions on where to park
- The school is not responsible for vandalism, accidents, or theft in parking lots. Students park at their own risk.

The following campus parking regulations will be enforced strictly:

- Reckless driving and/or speeding (more than 10 mph) are not tolerated. Driving violations result

in disciplinary consequences and possible suspension or revocation of parking privileges. If the offense is repeated, penalties will increase in severity.

- A parking permit is necessary for a student to park on campus during school hours. The Jesuit parking permit must be displayed on the vehicle's rear-view mirror. If the permit is not visible, a JUG will be issued.
- Student vehicles illegally parked or without a proper Jesuit permit should expect a JUG. On the third offense an Administrative JUG may be assigned and the permit of the student may be revoked for a period of not less than one month. Any future parking or permit violations may result in the permanent loss of parking privileges.
- A student who parks on campus while their permit is revoked will be subject to an Administrative JUG and the permanent loss of parking privileges.
- Any freshman or sophomore who parks on campus during the school day is subject to an Administrative JUG, restriction or loss of future parking privileges, and possible towing.
- Students who do not follow the directions of Jesuit campus monitors in the parking lot will be subject to an Administrative JUG on the first offense and more severe penalties for repeated or for flagrant incidents.
- Phone calls from reliable sources complaining about student driving in parking lots, leaving the lots, or coming to or from school or school events will be directed to the Director of Campus Safety. At each call, the parent of the student will be notified, and based on the nature of the offense or the frequency of complaints about the same student or his or her automobile; an appropriate penalty will be assigned.
- In order to protect students and their possessions, there is to be no loitering in the parking lot.
- Parking in prohibited or restricted areas may be allowed only at the discretion of the Director of Campus Safety or campus monitors on a daily basis.
- At its discretion, at any time, the school may tow any vehicle that impairs public safety, is parked in a non-parking area, or whose driver has refused to follow school policies regarding parking and/or driving. Cost of vehicle retrieval will be the full responsibility of the vehicle's owner.
- For security and safety reasons, students are not allowed to go to and from their car during the school day to retrieve or store items. If any student needs a space to store items on-campus, including lunch, gear etc., they should request a student locker by contacting the Attendance Office at attendance@jesuitportland.org.

6.21. TRANSPORTATION

Students will travel to and from school-sponsored events only on transportation provided by Jesuit. On certain occasions, moderators may decide to allow students to return from events with their own parents/guardians or other driver approved in writing by parents/guardians, at the discretion of the moderator in consultation with the Principal. See JHS athletic website for the appropriate form. Moderators who decide to have students on teams travel together at all times are justified in doing so. Any variations to this policy may only be made by the direct permission of the Principal.

6.22. TUITION POLICIES AND PROCEDURES

Families wishing to enroll a student at Jesuit High School formalize their financial obligation by signing a detailed Parent Financial Commitment agreement each year. This agreement describes the parent/guardian's responsibility to pay the current tuition rate by one of two approved methods:

- Payment in full (by cash or check) on or before the deadline; or
- Ten monthly payments, beginning in August. There is no interest charged on the balance;

however, there is a $350 setup fee for participating in the program.

Delinquent Accounts: Families with delinquent accounts (*i.e.,* tuition, testing) must arrange for payment of outstanding amounts with the Finance Office prior to the end of the second semester. Failure to do so may result in proceedings for the student's withdrawal from Jesuit High School. To the extent permitted by law, any seniors with past due balances on the first day of May will have their transcripts withheld until payment is made in full. Fees, tuition and other expenses shall be paid when stipulated by the school. The cost of textbooks and individual class fees are not included in the tuition and are paid at registration. There are no refunds on class fees, books, technology or other fees. If a student withdraws from Jesuit High School, any outstanding balances are due upon withdrawal.

Should Jesuit High School incur any attorney's fees, court costs or other expenses in collecting any balance or tuition due, parents or guardians agree to pay all such costs and to consider such costs as additional fees due.

Tuition Charge/Refund Policy: When a student enrolls or withdraws from the school, the tuition and/or Financial Aid charge liability will be determined by applying the appropriate percentage of annual tuition.

6.23. VISITOR POLICY

All visitors, including guest speakers, parents, volunteers, and alumni must check in with the Campus Monitor station at the Knight Center entrance or the receptionist at the DeSmet Office before entering the Jesuit campus. No student may bring a non-Jesuit visitor to campus without seeking permission in advance from the Principal. In general, only visitors who are actively applying to Jesuit will be allowed to visit during the school day.

7. RESPONSIBLE USE OF TECHNOLOGY POLICY

As a Catholic, college-preparatory school, Jesuit recognizes the need to educate students to use technology ethically and effectively. We trust and expect that Jesuit students will use technology on and off campus in a manner consistent with the Profile of the Graduate. Jesuit technologies, including iPads, computers, internet access, JHS email accounts, and software are owned and managed by Jesuit. They do not belong to students and should not be treated as personal devices. Student use of these technologies (including any personal use) is not private or confidential. Jesuit may at any time access, monitor, restrict, or prohibit use of these technologies.

This Responsible Use of Technology Policy applies to all technology resources--both Jesuit and personal devices--including but not limited to: computers, tablets, cell phones, smartwatches, video and audio equipment, copy machines, Jesuit email accounts, and information storage devices. The use of these resources is a privilege and carries with it certain responsibilities. On campus, all technology resources are to be used for educational purposes only. Online games, video streaming for entertainment purposes, and other similar activities not expressly permitted by a staff member or administrator are not allowed on campus during school day hours.

Respect and protect yourself and others.

- Personal electronic devices (including laptops, tablets, and gaming devices) are not permitted for use during school hours. Smart glasses, AI-enabled glasses, and other wearable devices with cameras or recording capabilities are prohibited on campus at all times.
- Use only the accounts, computers, tablets, and Jesuit-approved access rights that are assigned to you.
- Do not share personal passwords with others.
- Do not view, use, hack, share, or access passwords, data, devices or networks for which you are not authorized.
- Do not impersonate others, including friends, fellow students, faculty/staff, or family members, on social media, email, or any other digital venue.
- Do not distribute private information about yourself or other students.
- Do not take, record, post, or distribute pictures, videos, or audio of faculty, staff, coaches, volunteers, or students without express permission from those individuals.
- Communicate only in ways that are truthful and respectful of others, on and off campus. Do not use any technology to harass, intimidate, threaten, troll, or otherwise cause harm to another person.
- Do not intentionally access, transmit, copy, or create material that violates the school's code of conduct (including messages that are pornographic, threatening, rude, fraudulent, discriminatory, unwelcome, or harassing).
- Do not intentionally access, transmit, copy, or create illegal material (including obscenity, stolen materials, copies of copyrighted works).
- Do not create or share depictions, photos, or videos that are sexual in nature or that show individuals without clothing for any reason under any circumstances.
- Report any harassment, intimidation, threats, offensive statements, or other violations of this policy that you experience or witness to a Jesuit staff member.

Respect and protect the integrity, availability, and security of all electronic resources.

- Use the school's technology resources, including email and internet access, for educational purposes only.
- Use Jesuit printers and paper wisely. Do not print inappropriate materials, and do not print an unnecessary or wasteful amount of material.
- Observe all network security practices.
- Report security risks or violations to a teacher or IT staff member.
- Do not intentionally destroy, damage, or attempt to damage data, networks, or other resources.
- Follow appropriate copyright guidelines, including attribution, when using any written, visual, or creative materials found online.
- Do not make illegal copies of music, games, software, images, movies, or written materials.
- Do not use others' work as your own.
- Do not use the Jesuit name, logo, brand imagery, or other trademarked and copyrighted materials at any time (including in the title of social media accounts) without express permission from the Jesuit administration.
- Do not like, follow, transmit, or share materials or social media accounts that disparage any member of the Jesuit community or misuse the Jesuit name, logo, mascot, or other trademarked and copyrighted materials.

Do not use Jesuit technology resources, including Jmail, Canvas, Jesuit website and internet, in ways

that are illegal or in violation of the Jesuit code of conduct.

- Do not send spam, chain letters, or other mass unsolicited mailings.
- Do not buy, sell, advertise, or otherwise conduct business using technological resources, unless approved as a school project.

Social Media:

Social Media is defined as any electronic tool that allows for social, interactive, and connective communication and/or learning, including but not limited to: video and photo sharing, social networking, blogs, wikis, podcasting, texting, web conferencing, or any other technology that allows for direct or indirect interaction between two or more parties. When using social media, both on-campus and off-campus, students are expected to observe and follow all policies listed in this Handbook.

"Responsible Use" Areas and Times:

During the school day, students may use Jesuit technology resources only in classrooms, the CLARC, hallways and breezeways, the Gedrose Student Center and Hollman Family Student UnionStudent Center, Hayes Plaza, gymnasiums, fields, and stadiums, so long as they do so responsibly within the above guidelines. Students may use Jesuit technology before school, in classes, after school, and during break, lunch, prep period, and passing periods, so long as they do so responsibly within the above guidelines.

"Non-Use" Areas and Times:

Students may not use any technology resources at any time in locker rooms, bathrooms, Drama Department dressing rooms, any campus space used as a dressing room for any activity, the Chapel, Smith Gym during weekly Mass, Knight Gym during All-School Liturgies and assemblies, or the Weight Room (except in PE class with a supervising teacher). Students may not use any technology resources during retreats, on or off campus.

No Use of Technology During Silent Study:

If Jesuit is in an all-students-on-campus mode, students may either choose to attend weekly Mass or a silent study period. In such times, students in silent study may not use any technology, including iPads, computers, electronic books and apps, or personal phones. Students must engage in silent, independent study. Cooperative learning assignments, test-taking, tutoring, game-playing, listening to music, or watching movies, are not permitted. If Jesuit is in a hybrid learning mode, with some students on and some off campus, students may use iPads to attend Mass virtually, but for no other purpose.

Consequences for Irresponsible Use:

Use of Jesuit technology by a student at any time, on or off campus, during or outside school hours, that violates this Responsible Use Policy may subject the student to disciplinary action as outlined in the Jesuit student and family handbook. Inappropriate use by students of their personal accounts and devices, such as social media, cell phones, smartwatches, laptops, or tablets will also subject students to disciplinary action as outlined in this Jesuit student and family handbook.

Monitoring and Supervision:

Jesuit monitors the use of technology resources, including email, files received or viewed by users, and information downloaded or messages sent or received on the school network, to help ensure that users are secure and in conformity with the school's policy. Jesuit reserves the right to examine, use, or

disclose any data found on the networks or school-provided devices in order to further the health, safety, discipline, or security of any student or other person or to protect property. Jesuit may also use this information in internal disciplinary actions and will furnish evidence of criminal activities to law enforcement.

Family Responsibilities:
Jesuit expects parents and guardians to be equal stakeholders in the implementation of our Responsible Use Policy. Parents and guardians should engage in honest conversations with their students about responsible use of technology (including texting and use of social media), encourage balance and transparency with technology use at home, and discourage students from engaging in behaviors both at home and on campus that violate any aspect of the Jesuit student and family handbook. Parents and guardians should refrain from calling or sending text messages to students during the school day. In the event of an emergency, parents and guardians should call the school office.

8. ATHLETIC CODE

This Code contains the guiding philosophy of Jesuit athletics as well as the standards and expectations set by the school for those who participate on Crusader teams.

8.1. THE PHILOSOPHY OF JESUIT HIGH SCHOOL ATHLETICS

The direction of athletics at Jesuit is firmly set by the school's motto, *Age Quod Agis* – "Do Well Whatever You Do." The athletic program intends to maximize a student's potential, and promote the goals of the Profile of the Jesuit Graduate. The concept of "winning at all costs" has no place at JHS. Jesuit athletics are an opportunity for students to enjoy themselves through challenging activities while gaining self-confidence. Athletics present the chance to develop lasting friendships by sharing effort and experiences with others. Academics come first at Jesuit High School and students are expected to maintain good classroom performance while members of Jesuit teams. The Jesuit Athletic Program values multi-sport athletes and encourages students to participate in more than one sport.

8.2. THE PROFILE OF THE JESUIT GRADUATE AND CRUSADER ATHLETICS

The Ignatian goal of Crusader athletics is to develop "Men and Women for Others" by promoting these qualities of the Profile:

- Unselfishness for the sake of the common good. (Loving)
- Desire for excellence and continual self-improvement. (Open to Growth)
- Sportsmanship under pressure; responsibility for personal decisions. (Committed to Doing Justice)
- Awareness of and gratitude for God's presence within human endeavor. (Religious)
- Understanding the relationship between preparation and performance. (Intellectually Competent)

8.3. COMPETITIVE GOAL AND APPROACH

- The competitive goal of varsity programs is to consistently perform as well as possible against opponents, within the rules.
- Jesuit will always attempt to field the most effective combination of available team members to achieve this goal.
- There is a direct relationship between individual performance and playing time.
- The primary goal of non-varsity programs is to identify and prepare qualified athletes for eventual varsity play.

- Team membership and playing time are not guaranteed, regardless of grade level or previous team membership.

Competition is the context within which certain Profile goals are pursued at Jesuit. By engaging students fully in mind, body, and heart, athletics create an intense and personally important environment where the ideals of the Profile can be revealed, tested, and proven relevant for students.

8.4. EXPECTATIONS OF JHS ATHLETICS

Jesuit student-athletes must continually represent JHS values and in so doing uphold the reputation of the school. Student-athletes must comply with all expectations and policies in this Handbook, including those set forth in section 5. While coaches may specify particular expectations for their athletes, the following policies are consistent throughout the athletic program and apply in and out of season, on and off campus, and during the summer and other breaks:

- An athlete who goes out for a Jesuit High School sport makes a commitment to that team. It is expected that this is the primary athletic commitment during the season by that athlete. The coach will define the terms of that commitment for that sport during the season. In particular, each head coach will establish the policy regarding the question of a Jesuit athlete on the team who desires to compete on an outside, non-school, association or club athletic team during the same season as the Jesuit sport. Jesuit team membership by the athlete is always conditional on understanding and living up to those terms.
- As such, we strongly discourage athletes from quitting a sport once that season begins. An athlete dismissed from a team or who quits a team after practices begin cannot join any other sport at JHS that same season without the permission of the Athletic Director. Participation in a later season sport is subject to the permission of the Athletic Director. Most often, if relevant to the situation, the Athletic Director will ask the athlete to speak to the coach of the sport the athlete is leaving and the coach of the sport the athlete wishes to join to facilitate proper communication skills and commitment goals.
- An athlete in one school sport cannot compete in a second Jesuit High School sport during the same season without the prior approval of both coaches, counselor, parents, and the Athletic Director, using the proper athletic department form. Approval is not guaranteed.
- Athletes must attend classes the entire school day to be eligible to participate, practice, or compete that day. This applies to all activities and athletics. Absences for school sponsored functions or pre-arranged absences related to health (*e.g.,* doctor or dentist appointment) are exceptions. Specifically, if a student sleeps in because they are sick or fatigued, or if they leave school because they are sick, they cannot practice or play that day, even if the parent has called in. To pre-arrange an absence for a health-related appointment, parents must call or email the attendance office at least one school day prior to the start of the day of the absence and return to the school office a note from the doctor, therapist, etc.
- The loss or damage of school equipment is the financial obligation of the athlete. Besides being billed, a student will receive a JUG if uniforms and equipment are not returned in a timely manner after the season.
- Athletes will travel to and from athletic events on transportation provided by JHS. Coaches may decide to allow athletes to return from events with their own parents, and only their own parents, but this is entirely at the discretion of the coach and coaches who prefer to have teams travel together at all times are completely justified in doing so. Coaches will announce their travel policy at the start of their seasons. Athletes who are allowed to leave an event with their parent/guardian can only be signed out by their parent/guardian. If students need to go home

directly from another venue with someone other than their parents (*e.g.,* another team, parent, neighbor, sibling, etc.), a signed Transportation Waiver must be presented to the coach by the person authorized to transport the athlete. The Transportation Waiver form is available on the Athletic page of the Jesuit website.

- The school administration may deny co-curricular participation to any student who, at any time, in any setting, during the school year or vacation periods, does not uphold the standards of conduct outlined in this Handbook.
- Jesuit High School prohibits any form of team initiation, hazing, or any activity designed to demean, embarrass, draw attention to, or physically harass team members in any way whatsoever, whether on campus or off campus, no matter how innocuous or innocent-seeming such activity may appear. No "welcoming rituals" of any type, no matter how innocent-seeming, are allowed. Such behavior has no place in any program of Jesuit High School and is prohibited under the policies outlined in section 5.1 of the handbook.
- The use of tobacco, nicotine, vaporizers/inhalant delivery systems, alcohol, and marijuana is illegal for those under 21 years of age. Students are not to possess, use, transmit, distribute, be under the influence of, or show evidence of having used any of these items or other illegal drug or drug paraphernalia (including e-juice or e-liquid of any type) of any kind on campus or at any school-related event. Off-campus behavior involving illegal substances may be addressed by Jesuit at its sole discretion. In addition, students are not allowed to possess, distribute, or consume prescription medication prescribed to someone else. A violation will result in severe consequences, including up to suspension or expulsion. Students are specifically prohibited from appearing online in photos or texts that suggest possession or use of any banned substances. In addition to other school sanctions, the following penalties may apply, as well as additional penalties prescribed by the coach. The number of offenses is cumulative during the student's overall enrollment at JHS and includes all sports.
    - <u>First Offense:</u> Two-week suspension or its equivalent from the next possible competition.
    - <u>Second Offense:</u> Dismissal from athletics for remainder of that school year and a meeting with Jesuit administration to determine further participation the following year.
    - <u>Third Offense:</u> Loss of all further eligibility in athletics for the remainder of the student's enrollment at Jesuit.

8.5. SAFETY AND INJURY PREVENTION POLICY

Athletes must pay close attention to the safety and risk management precautions provided by their coach(es). Each sport has unique and important safety and injury prevention protocols; therefore, students must adhere to the rules and safety policies for their sport. In general, the following guidelines are provided:

- Always use the helmets and equipment provided by Jesuit and recommended by the governing body of your sport. Specifically, all helmets, equipment and shin guards must have the National Operating Commission for Safety of Athletic Equipment (NOCSAE) seal on them.
- Wear all protective equipment, pads, braces and supportive undergarments to every practice or contest unless otherwise indicated by the daily practice plan. Be sure that all stabilizing straps and laces are properly worn and tightened, and all fasteners secured so equipment is properly positioned.
- Wear outer and under garments that are appropriate for humidity and temperature.
- Players needing protective tape, padding, or bracing should arrive early to receive necessary

treatment.

- Players with visual impairment(s) must wear corrective, shatterproof glasses or contact lenses if the impairment affects judgment or perception. Glasses must be mounted in break resistant frames, and be held in place by an elastic strap.
- Mouth guards are required for certain sports like football and lacrosse, and are highly recommended for other sports such as basketball, soccer, and pole vaulting, where contact can cause teeth or jaw damage.
- Players should ingest the equivalent of 4-6 glasses of water each day. Dehydration can be dangerous. Water will be available at practices and contests.
- Athletes who are ill, dizzy, or lightheaded should contact their coach and not practice or play.
- Weight training regimens may also be part of your conditioning. Observe all weight room safety rules carefully.
- Runners engaged in street work as a method of distance conditioning must face traffic or use sidewalks. Do not wear earbuds or headphones. Run in single file and be alert at intersections. Avoid heavily traveled streets and always look both ways before crossing. Never cut across neighborhood lawns or through private property. JHS athletes running on or off campus must wear shirts.
- Remove all jewelry and metal hair fasteners.

In the locker room:

- Be alert to slippery floors and changes in floor texture and elevated thresholds between shower and locker room. Refrain from rapid movements or rough-housing in locker areas.
- Keep floors free of litter. Place all belongings in assigned lockers.
- Close and lock locker doors when away from your assigned locker. Always lock all valuables in your locker.
- Identify incidents of foot or other skin infections to the trainer or coach(es) immediately.

8.6. JESUIT SPORTS MEDICINE ACKNOWLEDGEMENT

Jesuit has an on-staff Certified Athletic Trainer to provide direct acute and non-acute medical care for Jesuit athletes under the direction of the Jesuit team doctor. The Jesuit Sports Medicine staff consists of but is not limited to a Certified Athletic Trainer, Team Doctor(s), various Physical Therapists, credentialed medical providers and various college medical students in accredited programs to care for Jesuit student athletes on site at Jesuit High School as deemed necessary by the Jesuit Athletic Trainer and team doctor. Decisions regarding any potential injuries students may sustain and their availability for practice or game competition require the cooperative efforts of the ATC, physician, student athlete, coach, parents, and the Athletic Director. All medical decisions and treatments on-campus provided by college medical students are supervised and approved by the Certified Athletic Trainer. Medical decisions will be based on sound medical judgments, with the goal being the most appropriate care for the student athlete. With this in mind, the Jesuit sports medicine team will attempt to provide the highest quality athletic care for all student athletes and will collaborate with other local medical providers should Jesuit families choose to seek care outside the JHS sports medicine staff.

PARENT/GUARDIAN(S) ARE THE PRIMARY CAREGIVER FOR THE STUDENT-ATHLETE. Jesuit's #1 priority is the health and safety of our students. We are proud to provide a full-time, qualified athletic trainer, referrals for sport-specific doctors and physical therapists, and experienced coaches. However, parent/guardian(s) are the primary decision maker regarding medical support for their children. Parent/guardian(s) have the final decision on the diagnosis and treatment of all injuries. During a typical sports

season, almost every athlete experiences some type of pain. Distinguishing between normal soreness and a more serious injury that needs medical care is a common yet important decision that is best resolved through excellent communication involving the parent/guardian(s), head coach, athletic trainer, and outside medical support. Parent/guardian(s) should not hesitate to seek diagnosis, treatment, or medical care for their son or daughter with the doctor, therapist or specialist of their choosing. If a doctor restricts or limits athletic involvement, a signed note from the doctor turned in to the athletic trainer or athletic office will be required before the athlete is allowed to return to participation. If an athlete receives a concussion, the 6-step "return to play concussion protocols" approved by the JHS team doctor will be followed, unless a student's personal doctor provides additional restrictions.

8.7. CONCUSSION INFORMED CONSENT FORM

Under state law (ORS 417.875, "Jenna's Law"), all private school athletes and parents must read the following information about concussions and acknowledge that they have read and understand concussion signs, symptoms and return to play protocols.

What is a concussion? Concussion is defined as mild traumatic brain injury that interferes with normal brain function. Each concussion is unique and can cause multiple symptoms. Some symptoms will appear immediately, while others may develop over the following days or weeks. Symptoms may be subtle and are often difficult to fully recognize. Common symptoms include headache, dizziness, sensitivity to light and noise, mood changes, and difficulty with concentration and memory. Other symptoms may also be present.

What should I watch for? If the athlete is sent home, they should not be left alone. A responsible adult should stay with them to monitor their symptoms and help ensure they are resting. If any of the following appear you should contact your physician or go to your hospital emergency room immediately.

- Nausea and/or vomiting
- Progressively worsening headache
- Abnormal sleepiness or grogginess
- Unusual mental confusion or disorientation
- Dizziness or loss of coordination
- Convulsions or seizure
- Unusual vision difficulties
- Unequal pupil size or slow/absent reaction to light
- Slurred speech
- Abnormal emotional behaviors

Are painkillers ok to use? Normally, nothing stronger than Tylenol is advised. The use of aspirin, Advil, Motrin, and Aleve should be avoided as they are blood thinners and may increase bleeding. Avoiding caffeine and other stimulants is also recommended.

Is a CT scan needed? The need for a CT scan is most often determined by a physician in the emergency room. Typically, with a concussion, a CT scan will appear normal. If you are not sent to the emergency room, a CT scan is likely not needed.

When do we see the doctor? Per OSAA Guidelines and State Law, any athlete with a concussion, needs

written medical clearance before they can return to competition. If the athlete has a history of concussion the Jesuit Athletic Program encourages parents to see the provider who has previously treated their student athlete. If there is no previous history of concussion, parents can follow up with the athlete's regular doctor or Jesuit can provide names of doctors who are experienced with managing concussions. If at any time during the recovery process parents have questions or concerns about their student athlete's progress, they should contact their student athlete's doctor or other health care provider.

Is sleeping all night ok? Before sleeping, evaluate symptoms to check their progression. If they are improving, it is believed sleeping without being woken up is all right.

Their pupils seem normal; do they still have a concussion? Pupil reaction is observed during most concussion evaluations. Typically, athletes with a concussion will have normal pupil reaction that matches in both eyes. This is tested not to determine the presence of a concussion, but rather to rule out a more serious brain injury.

What about school? If our athletic trainer knows about the concussion, communication will be sent to the athlete's teachers and counselor informing them of the concussion. Current research has shown the need for complete physical and cognitive rest. While it is important to be at school, we encourage parents to evaluate the athlete's symptoms and then determine if being at school or staying at home to rest is the best course of action. Often when students come to school while still experiencing moderate to severe symptoms, their symptoms will worsen during the course of the day, resulting in a need to be picked up from school. Please remember that half days are also an option.

What about ImPACT testing? The ImPACT test is a computer-based test designed to help monitor recovery after a concussion. It tests both short and long term memory, reaction times, pattern recognition and impulse control. After a concussion, scores are compared to baseline scores to help determine treatment. Baseline ImPACT testing is administered to all Jesuit students during the first week of freshmen year and the last month of sophomore year. ImPACT scores can be sent to a physician upon request. If parents have any questions or concerns, please contact Jesuit's Athletic Trainer.
Additional resources can be found under the Athletics page at www.jesuitportland.org.

Concussion - Private School Informed Consent

1. Concussion – Private School Informed Consent Form: On an annual basis prior to participation, private schools shall require each student and at least one parent or legal guardian of the student to sign the Concussion – Private School Informed Consent form acknowledging the receipt of information regarding symptoms and warning signs of concussions. Private schools shall maintain a copy of each student's signed form on file for review at any time by OSAA staff.
2. Suspected or Diagnosed Concussion: Any athlete who exhibits signs, symptoms or behaviors consistent with a concussion following an observed or suspected blow to the head or body, or who has been diagnosed with a concussion, shall not be permitted to return to that athletic contest or practice, or any other athletic contest or practice on that same day.
3. Return to Participation: Until an athlete who has exhibited signs, symptoms or behaviors consistent with a concussion following an observed or suspected blow to the head or body or who suffered a concussion is no longer experiencing signs, symptoms, or behaviors consistent with a concussion, and a medical release form signed by an appropriate Health Care Professional (Physician (MD), Physician's Assistant (PA), Doctor of Osteopathic (DO) licensed by the Oregon

State Board of Medicine, nurse practitioner licensed by the Oregon State Board of Nursing, or Psychologist licensed by the Oregon Board of Psychologist Examiners) is obtained, the athlete shall not be permitted to return to athletic activity.

8.8. JESUIT HIGH SCHOOL SOCIAL MEDIA POLICY FOR STUDENT-ATHLETES

Playing and competing for Jesuit High School is a privilege. Student-athletes at Jesuit are held in the highest regard and are seen as role models in the community. Student-athletes have the responsibility to portray their team, school and selves in a positive manner at all times. Sometimes this means doing things that are an inconvenience, but benefit the whole team. Texting, social media and athletic websites have increased in popularity, and are used by the majority of student-athletes at Jesuit in one form or another.

Student-athletes should be aware that third parties, including the media, college admissions officers, faculty, future employers, and OSAA officials, may access their profiles or view personal information, even if the student believes they have made it "private." Such access includes photos, videos, comments and posts. Inappropriate material found by third parties affects the perception of the student-athlete, the team, and the school. This perception may be a detriment to a student-athlete's future employment options. No Jesuit sports social media pages (*e.g.,* Twitter, Instagram) shall be created without the written permission of Jesuit's communications office.

As stated in Section 5.1 of the handbook, examples of inappropriate and offensive behaviors in online communities may include, but are not limited to, depictions or presentations of the following:

- Photos, videos, comments or posts showing or suggesting the personal use of alcohol, drugs or tobacco, *e.g.,* holding cups, bottles, cans, shot glasses etc.
- Photos, videos, and comments that are of a sexual nature. This includes links to websites of a pornographic nature and other inappropriate material.
- Pictures, videos, comments or posts that condone drug-related activity. This includes but is not limited to images that portray the personal use of marijuana and drug paraphernalia.
- Content online that is unsportsmanlike, derogatory, demeaning or threatening toward any other individual or entity (*e.g.,* derogatory comments regarding another school; taunting comments aimed at a student-athlete, coach or team at another institution and derogatory comments regarding sexual identity, religion, race and/or gender). No posts should depict or encourage unacceptable, violent or illegal activities (*e.g.,* hazing, sexual harassment/assault, gambling, discrimination, fighting, vandalism, academic dishonesty, underage drinking, illegal drug use).
- Content online that would constitute a violation of team, school, and league rules (e.g., commenting publicly about a coach, teammate, opponent, official, staff member, and school employees.)
- Information that is sensitive or personal in nature or is proprietary to the team, or the school, which is not public information (*e.g.,* tentative or future team schedules, student-athlete injuries and eligibility status, travel plans/ itineraries or information).

The Head Coach and the Athletic Director may suspend or remove a student from the team on the first violation of these rules governing the use of social media. For their own safety, students should keep the following in mind as they participate in social media websites:

- Set security settings so that only parents and friends can view profiles.
- Do not post email, home address, local address, school (*e.g.,* Jesuit!), telephone number(s), or

other personal information as they may lead to unwanted attention, stalking, identity theft, etc. Be aware of whom to add as a "friend"– some may seek to take advantage of student-athletes or seek connection with student-athletes. Consider how the above behaviors can be reflected in all Social Media applications.

If in doubt about the appropriateness of online public material, consider whether it upholds and positively reflects the student's own values and ethics as well as those of Jesuit High School and the team. Student-athletes should present a positive image and not do anything to embarrass self, team, family, or Jesuit High School.

8.9. STUDENT AND PARENT/GUARDIAN COMMUNICATION EXPECTATIONS FOR ATHLETICS

The positive, enthusiastic support and involvement of parents in the lives of their student-athletes is one of the reasons the Jesuit athletic program is so effective. Parental behavior and language towards officials, coaches, athletes, and other fans must be exemplary at all times, consistent with an adult perspective about teenagers playing games. Every season is an opportunity for parents to teach their children how to emotionally handle the successes and setbacks inherently part of all sports competition. Parents, administrators, and coaches share the goal of seeing students gain growth and satisfaction through their participation in Crusader sports. While opinions may vary regarding effective strategies to reach that goal, this commitment to the student remains common ground.

Jesuit coaches have been hired to exercise their best professional judgment regarding all the details of running athletic teams. If student-athletes have concerns about matters on their athletic teams, they should first speak directly with their head coach. If still dissatisfied after speaking with the head coach, the student may pursue the matter further with the Athletics Director, followed by the Vice Principal of Academics overseeing Athletics, followed by the Principal.

Similarly, when questions arise regarding coaching decisions, parent/guardian(s) should first bring their concerns to the coach. Parent/guardian(s) need not be concerned that the coach will resent the player because of questions raised by parents. If still dissatisfied after speaking with the coach, parent/guardian(s) can pursue the matter further with the Athletics Director. After meeting with the Athletics Director, the Vice Principal of Academics overseeing Athletics is available to discuss the situation, should the parent/guardian(s) decide to continue further. If the situation is not resolved at that point, the Principal is available as a final means to achieve resolution. It is important that parent/guardian(s) follow this policy. The expectation is that this process is followed in order to find means to a resolution.

8.10. ACADEMIC ELIGIBILITY

According to Jesuit and OSAA guidelines, a student-athlete must have passed five classes the previous semester, be currently passing five classes, and be on track to graduate to be academically eligible for athletics. Even if these minimum standards are met, the school administration may restrict a student's athletic participation due to unsatisfactory academic progress. Academic concerns should be of primary importance to the student, and regular communication among a student's parent/guardian(s), teachers, and coaches is essential in maintaining eligibility.

In addition to OSAA guidelines, Jesuit's Academic Vice Principals can assign academically struggling students to 0/8th period at any time during a semester. 0/8th takes precedence over athletics and co-curriculars. A student's release from 0/8th period is at the sole discretion of their Academic Vice

Principal. If a student's academic standing does not improve with the support of 0/8th period they may be suspended from athletics/co-curricular participation.

Any student who has a failing or incomplete Christian Service requirement grade will be ineligible to participate in athletics/co-curriculars until the requirement is completed or the "F" is recovered.

8.11. OSAA REGULATION REGARDING GIFTS, RULE 8-4-1

Jesuit High School adheres to the following OSAA policy: "A student may not accept monetary compensation in recognition of athletic ability, participation and/or achievement during the Association year. A student may accept non-monetary compensation or items of value solely in recognition of athletic ability, participation, and/or achievement if the total value of such non-monetary compensation or items of value, including the actual value of any discounts, coupons, etc., does not exceed $500.00 in any Association year." The OSAA association year begins with the official start of practice each fall and ends on the Tuesday after Memorial Day the following spring. 'Non-monetary compensation or items' does not include customary school awards such as letters, medals, ribbons, certificates, plaques, trophies, and other emblems. This rule does not regulate or prohibit compensation in a non-OSAA sanctioned sport.

Parents who want to buy their student's team special gifts to commemorate a championship (t-shirts, caps, etc.) are asked to contact the Athletic Director in advance to discuss the OSAA gift rule as well as any use of the name "Jesuit," a copyrighted term owned by the Society of Jesus and not available for general public use.

8.12. OSAA REGULATIONS REGARDING NAME, IMAGE, AND LIKENESS (NIL), RULE 8-4-4

Jesuit student-athletes may receive compensation from external parties unassociated with Jesuit High School for their Name, Image, and Likeness (NIL) provided they adhere to the standards set by the OSAA and that such opportunities align with the Jesuit High School Mission. All students and their families should contact the Athletic Director when considering NIL opportunities. For further resources on NIL, please refer to the OSAA Handbook (Rule 8.4.4 starting on page 28).

8.13. OSAA REGULATIONS REGARDING UNDUE INFLUENCE (RECRUITING), RULE 8-7

Jesuit High School adheres to the following OSAA policy: "Any student who attends a member high school as a result of undue influence is thereafter ineligible and the high school is subject to penalty. 'Undue influence' is the attempt by any person (including but not limited to coaches, boosters, teachers, administrators) to induce the attendance of a student at any public or private member school for the purpose of athletic participation." Please direct any questions regarding this policy to the Jesuit Athletic Director.

PARENT/GUARDIAN AND STUDENT COMMITMENT TO THE JESUIT HIGH SCHOOL MISSION

Students and parents/guardians review and sign the following Commitment to Mission form each year. Signed documentation is kept on file.

As members of the Jesuit High School community, we are called to be concerned for every person as a member of God's family. To achieve this ideal, all of us are expected to contribute through words and actions to an environment characterized by respect, caring, and honesty. Students and parents/guardians are expected to support Jesuit's mission by demonstrating respect for all, adhering to all school rules, and respecting school traditions.

– JESUIT HIGH SCHOOL HONOR CODE –
As a student at Jesuit High School, I am asked to consider Jesuit's Mission Statement as it relates to me as a person who seeks to grow in the spiritual, religious, intellectual, physical, emotional and aesthetic aspects of my life. My desire to be a member of the Jesuit High School community assumes my dedication to pursuing growth as stated in our Mission. It further assumes I will abide by a standard of behavior in and out of school which preserves the integrity of our school community. For example, my commitment to Jesuit's Mission means I will neither give nor receive unauthorized assistance on any school assignment, and that I will behave honestly and respectfully in all I say and do.

Failure of students and/or parents/guardians to cooperate with school administration, faculty, coaches or personnel, embrace and align with the school's mission, and abide by the spirit and letter of school rules and policies may jeopardize the student's enrollment at Jesuit High School.

I have read the Mission Statement and this statement of commitment and agree with the values they express. I have also read the student and family handbook and discussed the rules, policies, and procedures contained in the handbook. I fully agree to follow and uphold the policies of Jesuit High School throughout the years enrolled and intend to be an active member of the school community.

_____
Student Name (Printed)

_____
Student Signature

_____

Parent/Guardian Name (Printed)

_____
Parent/Guardian Signature