



PERRIS UNION

HIGH SCHOOL DISTRICT

Student/Parent Handbook

2026-27

The Perris Union High School District does not discriminate on the basis of race; color; ancestry; nationality; national origin; immigration status; ethnic group identification; ethnicity; age; religion; pregnancy, childbirth, termination of pregnancy, or lactation, including related medical conditions and recovery; parental, family, or marital status; reproductive health decisionmaking; physical or mental disability; medical condition; sex; sex stereotypes; sex characteristics; sexual orientation; gender; gender identity; gender expression; veteran or military status; or genetic information; the perception of one or more of such characteristics; or association with a person or group with one or more of these actual or perceived characteristics.

For any questions, concerns, or to file a complaint regarding discrimination, intimidation, harassment (including sexual harassment), bullying, contact Assistant Superintendent of Human Resources at (951) 943-6369 Ext. 80302 who serves as the Equity Compliance Officer. The Equity Compliance Officer has also been designated as the District's American with Disabilities Act/Title II Coordinator. For anything related to Title IX contact Erika Heiliger-Garcia, Director of Human Resources at erika.hgarcia@puhsd.org or (951) 943-6369 Ext. 80313 or for Section 504, contact Dr. Esmeralda Chalfant, Director of Pupil Services at esmeralda.chalfant@puhsd.org or (951) 943-6369 Ext. 81202.

2026-27 ACADEMIC CALENDAR

July 2026						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3 H	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

August 2026						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3	4	5	6 SD	7 SD	8
9	10 FIRST DAY	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

September 2026						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5
6	7 H	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

October 2026						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30 SD	31

November 2026						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2 NS	3	4	5	6	7
8	9	10	11 H	12	13	14
15	16	17	18	19	20	21
22	23 NS	24 NS	25 NS	26 H	27 H	28
29	30					

December 2026						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15 M	16 M	17 M	18 CO	19
20	21 NS	22 NS	23 NS	24 H	25 H	26
27	28 H	29 NS	30 NS	31 H		

January 2027						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1 H	2
3	4 NS	5 NS	6 NS	7 NS	8 NS	9
10	11 SD	12	13	14	15	16
17	18 H	19	20	21	22	23
24	25	26	27	28	29	30
31						

February 2027						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15 H	16 NS	17 NS	18 NS	19 H	20
21	22	23	24	25	26	27
28						

March 2027						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26 H	27
28	29 NS	30 NS	31 NS			

April 2027						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1 NS	2 NS	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

May 2027						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31 H					

June 2027						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5
6	7	8 M	9 M	10 M	11 CO	12
13	14	15	16	17	18 H	19
20	21	22	23	24	25	26
27	28	29	30			

Legend

CO - Teacher Check Out Day
 SB - Spring Break
 M - Minimum Day
 WR - Winter Recess
 186 - 180 Student Days

H - Holiday
 SD - Staff Development
 NS - No School
 * - Subject to Change
 186 - Teacher Work Days

Holidays (16 days)

Independence Day - Jul 3
 Labor Day - Sep 7
 Veteran's Day - Nov 11
 Admission Day - Dec 28
 Thanksgiving - Nov 26-27
 Christmas - Dec 24-25

New Years - Dec 31-Jan 1
 ML King Jr Day - Jan 18
 Presidents' Day - Feb 15 & 19
 Good Friday - Mar 26
 Memorial Day - May 31
 Juneteenth - Jun 18

PUHSD SCHOOLS



Heritage High School

26001 Briggs Road
Menifee, CA 92585
(951) 940-5447

<https://hhs.puhsd.org/>



California Military Institute

755 North A Street
Perris, CA 92570
(951) 443-2731

<https://www.cmicharter.org/>



Liberty High School

32255 Leon Road
Winchester, CA 92596
(951) 940-5700

<https://lhs.puhsd.org/>



Pinacate Middle School

1990 South A Street
Perris, CA 92570
(951) 943-6441

<https://pms.puhsd.org/>



Paloma Valley High School

31375 Bradley Road
Menifee, CA 92584
(951) 672-6030

<https://pvhs.puhsd.org/>



Inland Online Academy

1151 North A Street
Perris, CA 92570
(951) 943-6369

<https://ioa.puhsd.org/>



Perris High School

175 E. Nuevo Road
Perris, CA 92571
(951) 657-2171

<https://phs.puhsd.org/>



Pathways for Adult Life Skills

515 East 7th Street
Perris, CA 92570
(951) 657-2174

<https://pals.puhsd.org/>



Perris Lake High School

418 W. Ellis Avenue
Perris, CA 92570
(951) 657-7357

<https://plhs.puhsd.org/>



Perris Community Adult School

418 W. Ellis Avenue
Perris, CA 92570
(951) 657-7357 Ext. 30801

<https://www.perrisadultschool.org/>

IMPORTANT CONTACT INFORMATION

Subject	Person / Department	Email / Phone Number
School Meals	Terrabites Cafe <i>Nutrition Services</i>	https://www.terrabites.cafe/ (951) 943-6369 Ext. 80240
Section 504	Dr. Esmeralda Chalfant <i>Director of Pupil Services</i>	esmeralda.chalfant@puhsd.org (951) 943-6369 Ext. 81202
Special Education	Kellie Kaukani <i>Director of Special Education</i>	kellie.kaukani@puhsd.org (951) 943-6369 Ext. 81301
Technology	James Heckman <i>Director of Technology</i>	james.heckman@puhsd.org (951) 943-6369 Ext. 80250
Title II/Americans with Disabilities Act	Alfredo Andrade <i>Chief Human Resources Officer</i>	alfredo.andrade@puhsd.org (951) 943-6369 Ext. 80302
504 Plans	Dr. Esmeralda Chalfant <i>Director of Pupil Services</i>	esmeralda.chalfant@puhsd.org (951) 943-6369 Ext. 81202
Title IX	Erika Heiliger-Garcia <i>Director of Pupil Services</i>	erika.hgarcia@puhsd.org (951) 943-6369 Ext. 80313
Transportation Services	Transportation Department <i>Hemet Unified School District</i>	https://www.hemetusd.org (951) 943-6640
Uniform Complaint Procedures	Alfredo Andrade <i>Chief Human Resources Officer</i>	alfredo.andrade@puhsd.org (951) 943-6369 Ext. 80302

ACRONYMS

AI	Artificial Intelligence
AP	Advanced Placement
AR	Perris Union High School District Administrative Regulation
ASB	Associated Student Body
AVID	Advancement Via Individual Determination
BP	Perris Union High School District Board Policy
CDE	California Department of Education
CIF	California Interscholastic Federation
CSU	California State University
CTE	Career Technical Education
EC	California Education Code
FAFSA	Free Application for Federal Student Aid
FERPA	Family Education Rights and Privacy Act
GPA	Grade Point Average
IB	International Baccalaureate
IEP	Individualized Education Program
PC	California Penal Code
PUHSD	Perris Union High School District
SARB	School Attendance Review Board
SART	School Attendance Review Team
SST	Student Success Team
UC	University of California
UCP	Uniform Complaint Procedures

The term “parent”, as used in the following notifications, means the natural or adoptive parent, legal guardian, the person having legal custody, or other education rights holder; the term also includes a student 18 years of age or older. Additionally, the pronouns used in the notifications are meant to be gender-free.

ACADEMICS

Academic Integrity

Academic honesty and personal integrity are fundamental components of a student's education and character development. Therefore, students are expected not to cheat, lie, plagiarize, or commit other acts of academic dishonesty, such as:

1. Committing plagiarism.
2. Receiving or knowingly supplying unauthorized information during an examination.
3. Using unauthorized material or sources during an examination.
4. Changing an answer after work has been graded and presenting it as graded.
5. Forging or altering roll sheet information.
6. Using artificial intelligence (AI), photomath, or similar applications.

A student who engages in academic dishonesty may be subject to a punitive grade for the assignment. Furthermore, the student may be withdrawn from the class without credit. Theft of any examination will result in disciplinary action determined by the school administration to be appropriate.

Use of AI

A key factor in a student's education is the development of critical thinking skills and the expression of their unique ideas. AI use diminishes a student's ability to generate original thoughts and learn to effectively read and write. Therefore, the use of generative AI tools (such as ChatGPT) is considered cheating and is not permitted in any classes.

As AI grows in academic communities, PUHSD teachers will continue to learn about and navigate the new challenges that these programs create when evaluating student knowledge. Teachers expect submitted student work to be completed without unauthorized assistance which includes tasks done by AI, parents, or peers.

Instructional Materials

At the beginning of each school year, students are issued textbooks, Chromebooks, and other instructional materials at no cost. Students may also borrow books from the school library. These instructional materials are the property of the District, and it is the student's responsibility to keep them in good condition while in their possession. Students are expected to return all instructional materials at the end of the course or school year, or before disenrolling from the school that issued the materials, whichever is applicable. The District may withhold the student's grades, diploma, or transcript from the student and parent for any damaged or lost instructional materials until payment for the loss or damage of the materials have been received or until the student completes a program of voluntary work determined by administration.

To avoid any issues, students should not:

- Let friends borrow their instructional materials.
- Let anyone else return the instructional materials on their behalf.
- Leave the instructional materials on the counter when returning them. Students are advised to wait until the returned item has been scanned and a clearance verification provided.

Students and parents are advised to occasionally check their account for any fines that have been assessed.

Textbooks

Students will be issued textbooks to use at school and at home. Any misuse of textbooks will result in fines being assessed in the student's account; fines vary depending on the extent of the damage. Textbook prices range from \$6 to \$250.

Library Books

Students are encouraged to check out books from the library. All library books are due three weeks from the check-out date, unless the student requests for an extension of an additional three weeks. Book fines range from \$3.00 to the full price of the book.

Chromebooks

Students are required to bring their Chromebook to school each day or their grades could be negatively affected. Tech support and assistance is located in the Media Center for any student experiencing technology difficulties. Chromebook repair is also offered in the Media Center. Students with damaged, but repairable Chromebooks are subject to a \$50 repair fee assessed to their student account. Students with lost or stolen Chromebooks, or Chromebooks damaged beyond repair are subject to a \$325 replacement fee assessed to their student account. Student fees can be paid with the school Bookkeeper throughout the year. The school Bookkeeper is located in the Administration office.

Guest Teachers

Guest (or substitute) teachers are school employees and must be treated with respect and courtesy. Guest teachers have the same authority as regular teachers. Students are expected to follow the directions given by guest teachers and willful defiance of a guest teacher's authority will be addressed, as appropriate.

Physical Education

Physical education (P.E.) is a required course of study. To ensure optimal student participation, as well as to ensure the safety and security of all students, students are required to wear standardized clothing, including proper footwear, for their P.E. courses. Students may purchase a P.E. uniform that is compliant with their school's general design requirements through the student store or from outside sources. A student's grade will not be lowered or otherwise impacted upon any failure to wear compliant P.E. clothing if such failure was clearly beyond that student's control. Students unable to comply with

the uniform requirements should inform their P.E. teacher. Loaner clothes are available to all students.

Medical Excuse

A student who is ill may be excused from participation for the day if a note from the parent is provided. A doctor's note is required to excuse a student from participation for two or more consecutive days. All notes must be given to the P.E. teacher at roll call. Students will be given an alternative assignment while not participating in any P.E. activities.

Religious Fasting

A student will be granted an accommodation in connection with any physical activity components of a P.E. course during a period of religious fasting. The parent must submit a written note to the principal to request for the accommodation. Students will be given an alternative assignment while not participating in any P.E. activities.

P.E. Lockers

Each student will be assigned a lock and locker. Each lock has a unique serial number and must be returned at the end of the year. If a student does not return the lock upon request, they will be responsible for the cost of the lock. Students must take care of their own lock and locker, and follow these guidelines:

1. Do not use any other lock — locks not issued by the school will be cut off.
2. Do not give out or share locker combinations.
3. Do not share lockers.
4. All items in the locker room must be locked in a locker.
5. Do not leave belongings unattended in the locker room.
6. Backpacks will not be permitted in the P.E. area.

Assigned lockers and locks remain the property of school and are subject to inspection by school authorities at any time. Any items contained in a locker will be considered to be the property of the student to whom the locker or desk was assigned.

Grades

Grades serve a valuable instructional purpose by helping students and parents understand performance expectations and identifying the student's areas of strength and those areas needing improvement. Students have the right to receive course grades that represent an accurate evaluation of the student's academic performance.

A teacher will base a student's grades solely on the quality of the student's academic work and their mastery of course content based on district standards. Students will have the opportunity to demonstrate this mastery through a variety of methods (e.g., tests, projects, portfolios, or class discussion). Other elements that are not a direct measure of knowledge and understanding of course content, such as attendance, effort, student conduct, and work habits, will not be factored into the academic grade but may be reported separately.

Academic performance are reported using the following scale:

Grade	Percentage	Achievement	Points	Weighted
A	90-100%	Outstanding	4.0	5.0
B	80-89%	Above Average	3.0	4.0
C	70-79%	Average	2.0	3.0
D	60-69%	Below Average	1.0	
F	0-59%	Little or None	0.0	
I		Incomplete	0.0	

A student's grade point average (GPA) is calculated using the grade point assigned to each letter grade. Weighted courses (i.e., Advanced Placement, International Baccalaureate, Honors, and Dual Enrollment) are calculated on a 5-point scale. The grade points for all applicable coursework will be totaled and divided by the number of courses completed. Pass/Fail grades will not be included in the determination of a student's GPA.

Grade Reporting

To provide parents an opportunity to be involved in the educational process, report cards and progress reports are issued. Parents are also encouraged to utilize their Parent Portal on Infinite Campus or Canvas to monitor their student's progress more closely. Whenever it becomes evident to a teacher that a student is in danger of failing a course, the teacher will arrange a conference with the student's parent or send the parent a written report.

Tutoring

All students have access to TutorMe, a free online tutoring service. In-person tutoring may also be available and communicated to families throughout the school year. Students who are struggling with their class(es) are encouraged to take advantage of the available tutoring services.

Coursework & Credits

Credits for courses completed with a grade of D or better will be awarded according to the time the student was enrolled in a course using the following guidelines:

- 5.0 credits can be earned at the completion of each semester
- 2.5 credits can be earned at the completion of each quarter
- 0.5 credits can be earned for each nine days of enrollment (partial credit)

Student transcripts will reflect all full and partial credits and grades earned by the student.

Change/Drop Class

Class schedule changes will only be made for the following reasons:

1. A class is needed to meet graduation requirements.
2. The class was already satisfactorily completed.
3. The student does not have a complete schedule.
4. A prerequisite is needed for a class.

A student who drops a course during the first six weeks of the grading period may do so without any entry on their permanent record; after the six-week period, the student will receive a grade of F, unless otherwise decided by administration because of extenuating circumstances.

Plato Credit Recovery

The Plato Credit Recovery program is offered at Perris Lake High School to assist students in completing graduation requirements for courses they have previously failed.

The Plato program is a computer-based program that allows students to move as quickly as their learning will allow. Although this is a computer-based program, it requires students to attend school physically in-person every day. Students who need this program to meet their graduation requirements may be assigned to one or more lab periods to complete the work – this includes the “after school” lab during 6th period. Each lab is supervised by a credentialed teacher whose main goal is to ensure that the student is progressing through the material at an adequate pace to complete the needed courses in time for graduation.

Students who are attending the Plato Lab will not receive a grade for any work that they have completed until the course is finished. Therefore, students will not receive a grade at the progress report period or the end of the 12 trimester on their regular report card. When the student has completed their course(s), they will receive an unofficial copy of their grade report from the Plato teacher to show their parent. The official, signed report will go to the registrar to be placed on the student’s transcript.

High School Graduation

In order to graduate from high school, all students must complete the graduation course requirements that are specified in EC 51225.3 (“statewide course requirements”), as well as any other course requirements adopted by the Board (“Board-adopted coursework”). The chart below provides a simplified credit comparison between those required for UC/CSU admissions ([A-G requirements](#)), statewide coursework, and Board-adopted coursework. **Note: Identify schools that have different course requirements.**

Subject	UC/CSU	State	PUHSD
English	40	30	40
Mathematics	30	20	30
Science	20	20	30
Social studies	20	30	30
World language	20	10	10
Visual or performing arts	10		10
Career technical education			
Physical education		20	20
Ethnic studies		5	5
Electives	10		50
Total Credits Required	150	135	225

Elective Credits

Electives are courses a student chooses to take beyond the course requirements for graduation. However, the following limitations apply:

- Community service 20 credits maximum
- Office/student aid 10 credits maximum
- ROP/CTE 40 credits maximum
- Work experience 40 credits maximum

Exemption from Board-Adopted Coursework

An eligible student who transfers to a school any time after completing their second year of high school, or a newcomer student who is in their third or fourth year of high school is exempted from any Board-adopted coursework that are in addition to statewide course requirements, unless it has been determined that the student is reasonably able to complete the additional requirements in time to graduate by the end of the fourth year of high school. If not exempted, the student will be reevaluated for eligibility the following academic year based on the student’s course completion status at that time.

An eligible student includes a student in foster care, a student experiencing homelessness, a former juvenile court student, child of a military family, migrant student, or newcomer student. A student with an IEP may also be eligible if the student’s IEP team has deemed the student eligible to take the state alternate assessment AND the student is required to complete state standards aligned coursework to meet the statewide course requirements.

Financial Aid Application

Each student must complete a Free Application for Federal Student Aid (FAFSA) or California Dream Act application in the 12th grade. The parent may opt out of the requirement by filling out and submitting an opt-out form. If the District determines that a student is unable to comply with the requirement, the District will exempt the student and complete and submit an opt-out form on the student’s behalf. As such, a student who does not complete an application or submit an opt out-form will not be penalized or punished, and it will not affect the student’s ability to graduate.

Transcript

A transcript showing all coursework taken and grades and credits earned is kept in the Registrar’s Office. To receive high school credit for any course(s) taken at the community college during high school, the student must bring an official transcript from the college in a sealed envelope.

Any student who will be attending college after high school, must request an official transcript before graduation. A student may request a copy of their transcript by completing the appropriate form available on the District’s webpage on [“Official Transcript Request”](#).

ATTENDANCE

Attendance Expectations

It is the responsibility of each student to attend school and class on time and regularly, and the responsibility of both students and their parents to monitor daily attendance through Infinite Campus. As an adult in the working world, regular and punctual attendance is absolutely essential in order to succeed. This same tenet applies to students in an academic situation. When a student is absent from class, the educational experience lost during the absence is irretrievable as the interaction in the classroom setting can seldom be duplicated through make-up work.

Absences can be minimized by scheduling medical, dental, and other appointments after school or when school is not in session. Vacations should be planned around holidays. Parents and students must make school attendance a priority.

Reporting an Absence

When a student is absent for a day or a period, the school will attempt to report the absence to the parent through a phone call or email. In addition to notifying parents of a potential truancy or unexcused absence, the notification serves as a reminder for parents to contact the school to verify an absence. Parents should make sure that the school has the correct and updated phone contact information on file.

Absence Verifications

Absences must be cleared through a written note, email, or phone call to the Attendance Clerk at the school site.

To verify an absence, the following information must be provided:

1. Student's first and last name
2. Student's grade level
3. Name of the parent or caregiver
4. Date(s) of absence or periods missed
5. Reason for absence

Students 18 years of age or older may clear their own absences, as described above, per EC 46012. The school, however, reserves the right to verify the legitimacy of such absences, if it appears appropriate responsibility is not being maintained.

It is important for parents and students to understand that verifying an absence does not excuse the absence. Absences are excused only if they meet the criteria listed under "Excused Absences" below. Absences that are not excused, or have not been verified three days following the student's return to school, are marked unexcused in the student's records, and can result in loss of privileges and/or lead to a referral to the School Attendance Review Team (SART). It is the parent's responsibility to assure that absences have been verified and that there are no errors in their student's attendance record.

Confidential Medical Services

Students in grades 7-12 may be excused from school for the purpose of obtaining confidential medical services without the knowledge or consent of the student's parent. When excusing students for confidential medical services or verifying such appointments, staff will not ask the purpose of such appointments but may contact a medical office to confirm the time of the appointment.

Excused Absences

Once verified by a parent, a student's absence will be excused for any of the following reasons:

1. Personal illness, including absence for the benefit of the student's mental or behavioral health
2. Quarantine under the direction of a county or city health officer
3. Medical, dental, optometrical, or chiropractic service or appointment
4. Attendance at funeral services for or grieving the death of a member of the student's immediate family or, as determined by the student's parent, a person so closely associated with the student as to be considered the student's immediate family (limited to five days for each incident)
5. Jury duty
6. Illness or medical appointment of the student's child
7. Upon advance written request by the parent and the approval of the principal or designee, justifiable personal reasons including, but not limited to:
 - a. Attendance or appearance in court
 - b. Attendance at a funeral service
 - c. Observance of a religious holiday or ceremony
 - d. Attendance at a religious retreat (no more than one school day each semester)
 - e. Attendance at an employment conference
 - f. Attendance at an educational conference on the legislative or judicial process offered by a nonprofit organization
8. Service as a member of a precinct board for an election
9. To spend time with a member of the student's immediate family who is an active duty member of the uniformed services, and has been called to duty for, is on leave from, or has immediately returned from, deployment
10. Attendance at the student's naturalization ceremony to become a United States citizen
11. Participation in a cultural ceremony or event which relates to the habits, practices, beliefs, and traditions of a certain group of people
12. For a middle school or high school student, engagement in a civic or political event, provided that the student notifies the school ahead of the absence (limited to one school day-long absence, unless otherwise permitted by the Superintendent or designee)
13. When a student's immediate family member or, as determined by the student's parent, a person so closely

associated with the student as to be considered the student's immediate family has died:

14. Participation in military entrance processing
15. Participation in religious exercises or to receive moral and religious instruction at the student's place of worship or other suitable place away from school property as designated by the religious group, church, or denomination (limited to not more than four days per school month)
16. Work in the entertainment or allied industries (limited to not more than five consecutive days, and not more than five absences each school year)
17. Participation with a nonprofit performing arts organization in a performance for a public school audience
18. Other reasons authorized at the discretion of the principal or designee based on the student's specific circumstances

For the purpose of the absences described above, immediate family means the parent or guardian, brother or sister, grandparent, or any other relative living in the student's household.

Married, Pregnant, and Parenting Students

The responsibilities pertaining to marriage, pregnancy, or parenting, including related obligations, conditions, or recovery, may disrupt a student's education and increase the chance of a student dropping out of school. To minimize interruption to their educational progress, the District supports married, pregnant, and parenting students in their continued education, assisting them to attain strong academic and parenting skills, and promoting the healthy development of their child(ren).

The District will not exclude or deny any student from any educational program or activity, including any class or extracurricular activity, solely on the basis of the student's actual or potential pregnancy, childbirth, false pregnancy, termination of pregnancy, or related conditions or recovery. In addition, the District will not adopt any rule concerning a student's actual or potential parental, family, or marital status that treats a student differently on the basis of sex.

For district-related purposes, a student under 18 years of age who enters into a valid marriage is an emancipated minor who has all the rights and privileges of students who are 18 years of age or older, even if the marriage has been dissolved.

Such rights include, but are not limited to, those related to the verification of student absences, application for a work permit, and access to student records.

Education & Support Services

Pregnant and parenting students retain the right to participate in the regular education program or an alternative education program, unless an alternative is necessary to meet the needs of the student and/or the student's child.

Any alternative education program, activity, or course that is offered separately to students who are pregnant or parenting, including any class or extracurricular activity, will be equal to

that offered to other district students. A student's participation in such programs must be voluntary.

If required for students with any other temporary disabling condition, the Superintendent or designee may require a student, based on pregnancy, childbirth, false pregnancy, termination of pregnancy, or related conditions or recovery, to obtain certification from a physician or nurse practitioner indicating that the student is physically and emotionally able to continue participation in the education program or activity.

Absences

Students who are pregnant or parenting may be excused for absences for medical appointments and other purposes, as described in "Excused Absences" above. Additionally, a student's absence will be excused without a note from a physician if the absence is due to the illness or medical appointment of the student's child, including absences to care for a sick child.

Parental Leave

During the school year in which the birth of the student's infant takes place, a pregnant or parenting student is entitled to eight weeks of parental leave, which the student may take before childbirth if there is a medical necessity and after childbirth to care for and bond with the infant. If deemed medically necessary by the student's physician, parental leave may be extended beyond eight weeks.

The student, if 18 years of age or older, or the student's educational rights holder must notify the school of the student's intent to take parental leave; however, failure to do so does not abridge any of the rights provided to the student under the District's policy.

No student may be required to take all or part of the parental leave. When a student takes parental leave, the attendance supervisor will ensure that absences from the regular school program are excused until the student is able to return to the regular school program or an alternative education program. A student who is pregnant or parenting, or has related conditions, may not be required to complete academic work or other school requirements during the period of the parental leave.

Following the leave, a student who is pregnant or parenting, or has related conditions, may elect to return to the school and the course of study in which the student was enrolled before taking parental leave or to an alternative education option provided by the District.

Upon return to school, a student who is pregnant or parenting will have opportunities to make up work missed during the leave, including, but not limited to, makeup work plans and reenrollment in courses.

When necessary to complete high school graduation requirements, the student may remain enrolled in school for a fifth year of instruction, unless the Superintendent or designee makes a finding that the student is reasonably able to complete the Board-adopted graduation requirements in time to graduate by the end of the fourth year of high school.

Accommodations

When necessary, the school will provide accommodations to enable a student who is pregnant or parenting to access the educational program.

Additionally, a student who is pregnant, experiences a false pregnancy, or terminates a pregnancy, or who must recover from any of these, will have access to any services available to other students with temporary medical conditions.

The school will provide reasonable accommodations to any lactating student to express breast milk, breastfeed an infant child, or address other needs related to breastfeeding. A student will not incur an academic penalty for using any of these reasonable accommodations, and must be provided the opportunity to make up any work missed due to such use.

Reasonable accommodations include, but are not limited to:

1. Access to a private and secure room, other than a restroom, to express breast milk or breastfeed an infant child
2. Permission to bring onto a school campus a breast pump and any other equipment used to express breast milk
3. Access to a power source for a breast pump or any other equipment used to express breast milk
4. Access to a place to store expressed breast milk safely
5. A reasonable amount of time to accommodate the student's need to express breast milk or breastfeed an infant child

Complaints

Any complaint alleging discrimination on the basis of a student's actual or potential pregnancy, marital, or parental status; district noncompliance with the requirements of EC 46015; or district noncompliance with the requirement to provide reasonable accommodations for lactating students are investigated and resolved in accordance with BP/AR 1312.3 - Uniform Complaint Procedures.

Tardy Policy

Teachers need to start class on time and without interruption. A variety of measures will be implemented to ensure students get to class on time, such as tardy sweeps, scanning of student IDs when out of class, and other remediation steps.

A student is considered tardy when they arrive to class after the bell marking the beginning of the class period has rung.

Teachers will document the tardy through Infinite Campus. Excessive or chronic tardiness may result in consequences at the discretion of administration, including, but not limited to, parent contact, counseling, Student Success Team (SST) meeting, loss of privileges, placement on the non-participation list, lunch detention, Saturday School, and other administrative interventions.

Leaving School Early

In order for a student under 18 years of age to be released from school before the end of the school day, the student's parent or

authorized adult must report to the school office, present a photo ID upon request, provide a reason for the early checkout, and sign a log. The student will be called to the office only when the parent or authorized adult is physically present. Students will not be released to anyone who is not listed on the emergency contact list.

Students 18 years of age or older may only leave campus before the end of the school day if the reason is one that is listed under "Excused Absences" above. If the student is ill, the illness must be verified by the school nurse; all other reasons require some form of proof or verification — such as a doctor's note verifying a medical appointment, funeral notice, or court subpoena. Students will not be allowed to sign out of the school for an unverifiable/inexcusable reason.

The school discourages the early checkout of students within the last 25 minutes of the school day.

Truancy & Attendance Accountability

A student is classified as a *truant* after three absences or three tardies of more than 30 minutes each time or any combination thereof and the absences or tardies are unexcused. After a student has been reported as a truant three or more times in a school year and the school has made a conscientious effort to meet with the family, the student is considered a *habitual truant*. A student who is absent from school without a valid excuse for 10% or more of the schooldays in one school year, from the date of enrollment to the current date, is considered a *chronic truant*. Unexcused absences are all absences that are not listed under "Excused Absences" below.

A student is considered a *chronic absentee* when the student is absent on 10% or more of the school days in one school year, from the date of enrollment to the current date. Chronic absenteeism includes all absences — excused and unexcused (including suspension from school) — and is an important measure because excessive absences negatively impact academic achievement and student engagement.

Excessive absences may result in the student failing a class due to missed assignments and/or inability to show mastery of the content. They may also result in the student's loss of privileges and/or referral to SARB. Parents and students should regularly check the attendance records for any errors.

Make Up Work

Students should take the initiative to make up for missed tests and assignments due to absences. The following provides specific guidelines based on the type of absence:

1. *School Activities*. Students must clear all school activities with their teacher(s) in advance in order to get assignments. Lists of students involved in activities will be approved and distributed to teachers (for verification purposes) by the administration, activities director or athletic director.
2. *Planned Absences*. If a student is planning to be absent, homework may be requested from the teacher(s) or office

STUDENT LIFE

- staff at least 24 hours in advance. Parents may also check their Infinite Campus Parent Portal.
3. *Excused Absences.* Students will be given the opportunity to make up assignments or tests missed because of an excused absence and to receive full credit if the work is turned in by the established deadline, which is usually one day for every day absent from the date the student returns to school.
 4. *Unexcused Absences.* Students who miss assignments or tests because of an unexcused absence will be given the opportunity to make up missed work for full or reduced credit at the discretion of the teacher.
 5. *Suspension.* If the student's absence is the result of a suspension, the teacher may require the student to complete any assignments and tests missed during the period of suspension. When a parent of a student who has been suspended for two or more days from school requests homework that the student would otherwise have been assigned, the student's teacher must provide such homework. If a homework assignment is requested and is turned in to the teacher by the student either upon the student's return from suspension or within the timeframe originally prescribed by the teacher, whichever is later, and is not graded before the end of the academic term, the homework assignment may not be included in the calculation of the student's overall grade in the class.

Students should check Google Classroom, Canvas, or directly email their teachers for make up work.

Short-term Independent Study

Short-term independent study can be provided to a student who will be absent from school for 15 or fewer cumulative school days. A parent who would like to request short-term independent study for their student should contact the student's counselor or administrator to begin the process.

For each participating student, a written agreement must be signed by the student, the student's parent or caregiver (if the student is less than 18 years of age), the certificated employee who has been designated as having responsibility for the general supervision of independent study, and the certificated employee designated as having responsibility for the special education programming of the student, as applicable.

Saturday School

Students can attend Saturday School for attendance recovery purposes and/or to receive extra help. Saturday School can also be assigned as a consequence for violation of school rules. When assigned to Saturday School, students are responsible for their own transportation, and must follow the same code of conduct as a regular school day.

Daily Announcements

Each day, announcements of important school events and deadlines are read to the entire student body. Students should pay close attention to these announcements for information of interest and importance to them.

Student ID Cards

All students are issued an ID card at the beginning of the school year at no cost. Students must carry their ID card on campus and present it to school personnel when requested to do so. Student ID cards will also be required to:

- Check out textbooks, library books, and Chromebooks.
- Board the school bus to and from school.
- Participate in school-related or school-sponsored events.
- Identify students in an emergency situation.

Replacement of lost or damaged student ID cards may be purchased for \$5.00.

Personal Property

Students are strongly encouraged NOT to bring to school any items of value, such as large sums of money, electronics, trading cards, collectibles, etc. A student whose personal property has been damaged, lost, or stolen may file a report with the Perris Police Department at their own discretion.

Lost & Found

Students and/or parents may check the "lost and found" bin for missing items. Unclaimed items will be donated to a charitable organization at the end of each semester. Found textbooks and library books will be returned to the Library/Media Center.

Vending

The sale of any items (e.g., chips, soda, candy, merchandise) **MUST BE APPROVED BY ASB**. Students may not sell any food or beverage products during school hours. Students found to be selling items not approved by ASB, or selling items during school hours, will have the items confiscated and returned only to the student's parent. If the selling of unauthorized items continues, further disciplinary consequences may be issued by the administration.

Deliveries

To maintain an optimal learning environment that is free from distractions, the school will follow the protocols described below for items that are delivered to the school. If any items are left at the office by the delivery person, these items will be held in the office until the end of the school day. The school is not responsible for contacting the recipient of the item(s) nor does the school assume responsibility for any items that are lost, stolen or damaged.

Gifts on Special Occasions

Although the school understands the importance of celebrating special occasions, items such as balloons, flowers, stuffed animals, and presents should not be sent to students on birthdays, Valentine's Day, or other special occasions. Students should also not bring these items to school as gifts for others.

Food & Beverages

Outside food and beverages may not be ordered and delivered to students during school hours, especially through delivery services such as DoorDash, Grubhub, or Uber Eats. It is not only disruptive to school operations, but it is unsafe. Parents should also refrain from bringing outside food and beverages to their students.

Items Left at Home

A student's forgotten homework assignment, P.E. clothes, books, or Chromebook will be accepted in the main office. However, these items may only be picked up by the student during non-instructional time. Neither lunch nor money will be accepted, delivered, or held due to liability reasons.

Messages

Messages for students will only be distributed between classes. Classroom interruptions jeopardize student learning. All messages must be a valid emergency.

Lunch Time

Students must remain in designated supervised area(s) during lunch. If the school has two scheduled lunches, students may only go to their assigned lunch session.

Students in PUHSD high schools that allow seniors to leave campus during lunch must meet eligibility requirements, which includes maintaining satisfactory attendance and discipline records and achieving at least a GPA of 2.0 on the previous progress report with no grade of F. Students who are eligible will receive a lunch sticker every six weeks. Neither the District nor its employees will be liable for the conduct or safety of any student during such time as the student has left the school grounds. The principal or designee may revoke the privilege for individual students for disciplinary reasons.

Hall Pass / Use of Restroom

It is the student's responsibility to have the classroom vest or obtain a signed pass when the student is out of class for any reason, including using the restroom. Passes require the student's name, time, destination, date, and teacher's signature. This applies to all students, regardless of status or schedule. Unscheduled visits to classes will not be tolerated, and staff will monitor arrivals, such as to the health or counseling office. Use of the restroom during class time is not allowed the first and last 10 minutes of class.

Associated Student Body

The Associated Student Body (ASB) is a student-run council composed of students elected at participating PUHSD schools. All students are elected annually and placed into various leadership positions (e.g., President, Vice President, Secretary, Treasurer, etc.). The following are some of the ASB's purpose and goals:

- Represent the Student Body and its interests to each school's administrative team.
- Serve as the decision-making body that oversees school clubs, ASB funds, and other extracurricular activities.
- Plan and carry out cultural events, spirit weeks, dances, and extracurricular activities to increase school pride/spirit.
- Plan and carry out school and community activities, as well as service learning projects.

ASB Student Store

The ASB Student Store sells ASB Cards; tickets to athletic events, dances, and other campus events; yearbooks, etc. The Store is open during lunch and before school. Cash, checks, and credit cards are accepted.

ASB Cards

The purchase of an ASB Card provides free admission to all regular season home athletic events, as well as discounts on the yearbook, spirit apparel in the Student Store, and admission to school-sponsored events, dances, and performances. The money raised from the sale of ASB Cards is used to support a variety of events, such as athletics, dances, assemblies, and lunch activities.

School Activities

All students are eligible to participate in school-sponsored or school-related activities (i.e., after school sports, dances, assemblies for entertainment, reward films, clubs, student government, etc.), if they exhibit good citizenship on campus. To participate in certain extracurricular or cocurricular activities, students must also demonstrate satisfactory educational progress, such as meeting minimum grade point average based on grades of the previous grading period. Participation is a privilege, not a right.

When attending or participating in school-sponsored or school-related activities on or off campus, students are subject to district policies and regulations relating to student conduct. Students who violate district policies and regulations may be subject to discipline including, but not limited to, suspension, expulsion, transfer to alternative programs, or denial of participation in the activities.

School-Sponsored Events & Guests

Administrators and staff have full authority to admit, refuse admission to, or dismiss any student or guest from any school-sponsored event in accordance with District policy and

procedure. All PUHSD students bringing a guest to a school-sponsored event are responsible for their guest's conduct.

1. All events will be scheduled at the discretion of the principal or designee, activities director, and/or student government.
2. All PUHSD students will be asked to present a student ID card at the point of admission into the event.
3. Guests at formal school dances will be required to obtain a guest pass before the dance and present a photo ID and the guest pass at the entrance door.
 - Guests must be under the age of 21.
 - Guest passes are sold prior to the event and will not be available for purchase at the event.
4. All participants at events are to be courteous, friendly, and polite. School regulations apply to students and guests at all times during the event, regardless if the event is held on or away from district property.
5. Participants will be required to leave if they use or are in possession of drugs, alcohol, or weapons, or exhibit other behaviors that violate school and district rules.
 - Parents will be contacted and required to pick up their student immediately. Until such time as they arrive, the student or guest will remain with the administrator in charge.
 - No refunds for admission will be given.
6. Participants are not to loiter on or near campus after school events.
7. Any student who was issued an in-school or out-of-school suspension on the day of the event, who is pending expulsion proceedings, or who has been expelled, may not attend or participate in school events for the duration of the suspension or expulsion order.

Senior Contract

Seniors will be asked to complete and submit the [Senior Activities and Commencement Ceremony Contract](#) at the beginning of the school year to ensure they understand the importance of maintaining positive, responsible, and respectful behaviors at all times, as well as maintaining good attendance throughout the year. A student's failure to abide by the guidelines outlined in the contract could terminate their right to participate in senior activities and the graduation ceremony.

Fines & Charges

Students need to regularly monitor their account to pay off any library, athletic, or ASB fines. Fines and charges that have accumulated can be costly, and could lead to the inability to purchase tickets to school-related or school-sponsored events, such as dances.

No-Go List

In order to encourage high standards of student conduct and behavior in conformity with applicable state laws, district policies and regulations, and school rules, the principal may place students on a no-go list, making them ineligible to participate in school-sponsored and school-related activities

and events (e.g., dances, athletic events, recreational or reward field trips, senior activities). Placement on the list is based on a student's behavior and attendance, and may last for a quarter or longer, depending on the student's performance.

Students placed on the No-Go List will receive an email of their status. Students with any questions or concerns about their placement on the list may schedule a meeting with an administrator before or after school, or during lunch.

High School Graduation Ceremony

High school graduation ceremonies are held to recognize those students who have earned a diploma by successfully completing the required course of study, satisfying district standards, and passing any required assessments. Students deserve the privilege of a public celebration that recognizes the significance of their achievement.

Graduation Attire

Students will be required to wear the designated cap and gown for the graduation ceremony. However:

1. Any graduating student who has completed basic training and is an active member of any branch of the United States Armed Forces may, at the student's option, wear a military dress uniform at the ceremony.
2. A graduating student may wear traditional tribal regalia or recognized objects of religious or cultural significance, as determined by the student and their family, as an adornment at the ceremony. There is no preapproval process.
 - a. Adornment means something attached to, worn with, or worn in place of, the cap. The school may not require a student to wear a cap if the cap is incompatible with the adornment.
 - b. Adornment also means something attached to or worn with, but not replacing, the gown.
 - c. Cultural means recognized practices and traditions of a certain group of people

Approved Recognitions

Cords or sashes are worn with the cap and gown for Top Ten, Graduates with Honors, Honor Roll, California Scholarship Federation (CSF), Advancement Via Individual Determination (AVID), and National Honors Society (NHS).

Determination of Valedictorian and Salutatorian

Valedictorian is the academic title conferred upon the highest ranked student among those graduating from an educational institution, typically based upon the highest grade point average. Salutatorian is the academic title conferred upon the second highest ranking student in the class. All high schools, including alternative and charter schools, will use the following selection process and confer upon qualifying students the title of valedictorian or salutatorian:

1. Students must have attended the same PUHSD Comprehensive High School for their final two years or the Continuation High School for two consecutive semesters.

2. All students will have their credits equalized to the minimum credits (225 credits) required by the District for graduation. Any student earning in excess of 225 credits will have non-weighted courses removed from the calculation used to determine Valedictorian. For example, students taking excess JROTC, Band, Athletic PE, ASB and AVID will not be penalized for taking additional courses.
3. All weighted courses (AP, Dual Enrollment) will be counted as 5 credits per class per semester. Only grades of A, B, C are weighted. However, concurrent Dual enrollment courses taken 2nd semester senior year will not be calculated.
4. Any course earning a grade less than A must be used in the Valedictorian calculation.
5. Weighted courses are calculated on a 5-point scale. Other courses will be based on a 4-point scale.
6. The Valedictorian calculation will be based on 7 semesters and the 12-week progress report in the second semester of the senior year. All 12-week progress report corrections must be made within one week from the report card distribution date.
7. The Valedictorian calculation will be made by taking the number of grade points earned in the equalized courses divided by the minimum number of courses needed for graduation.
8. In the event of academic ties, the school will award multiple Valedictorians and Salutatorians.
9. The academic ranking on the transcript does not determine the Valedictorian and Salutatorian. Site administration validates the final designation after courses have been evaluated and determined to be equitable for all students.

Work Permits

State law requires that any student under 18 years of age who is employed must possess a Permit to Employ and Work (commonly referred to as a "work permit"). Applications for work permits must be completed by the student's prospective employer prior to approval and issuance of a permit by administration. Eligible students must have a birth certificate, original social security card, and a picture I.D. To receive/retain a work permit, students must be passing all assigned courses and hold a GPA of 2.0 or higher, have consistent attendance, and not have behavioral incidents.

Students who are employed may be eligible for elective credits through enrollment in a work experience course, as available. Interested students should speak with their counselor.

ATHLETICS

Participation in high school athletics is a privilege, not a right. The athletic department of each high school offering California Interscholastic Federation (CIF) sports is dedicated to **Pursuing Victory with Honor** not only on the field but in the classroom and in the community. Administrators, coaches, athletes,

parents, and everyone else involved with athletics are responsible for representing their school in a positive way, and are expected to follow the Six Pillars of Character, as set forth by the Josephson Institute of Ethics and CIF: Trustworthiness, Respect, Responsibility, Fairness, Caring, and Citizenship. To promote sportsmanship and foster the development of good character, each school's sports program is conducted in a manner that enhances the academic, emotional, social, physical and ethical development of student-athletes and teaches them positive life skills that will help them become personally successful and socially responsible.

Eligibility

To be eligible to participate in the sports program, student-athletes must meet the academic standards prescribed by the District and CIF: (1) enrolled in and passing at least four core classes with a GPA of 2.0 or more; (2) earned a minimum of 20 credits, not including Pass/Fail classes; and (3) working towards meeting graduation requirements.

Core classes exclude T.A. and a second P.E. class if taken concurrently during the same semester. For example:

- A student who is enrolled in four classes, one of them being T.A. would be enrolled in only three core classes and declared ineligible.
- A student is enrolled in four core classes and earns the required minimum 2.0 GPA but fails one class. The student will have only passed three core classes, thus be declared ineligible.

Eligibility is based upon the student's last grading period. If a student does not meet these requirements, they become immediately ineligible and cannot participate in any games. They can regain their athletic eligibility at the end of the next grading period upon successful completion of the requirements mentioned above. A period of eligibility will be equal to a period of ineligibility. Athletes become eligible and ineligible on the Monday after the grades are reported — approximately every 6-weeks. Ineligible athletes may (at the coach's direction) practice with a team, but may not dress for a game, participate in any contest, or travel with a team when doing so would excuse them from class participation.

Title IX: Sex Equity in Education Act

Title IX of the Education Amendments of 1972 is one of several federal and state anti-discrimination laws that ensure equality in educational programs and activities that receive federal funding. Under Title IX, students have the right to:

1. Fair and equitable treatment that is free from discrimination based on sex
2. Be provided with an equitable opportunity to participate in all academic extracurricular activities, including athletics
3. Inquire of the school's athletic director as to the athletic opportunities offered by the school
4. Apply for athletic scholarships

HEALTH & WELLNESS

Nutrition Services

All students are provided with a free breakfast and free lunch each school day. Additional information and resources, including menus, may be obtained from the District's "[TerraBites Cafe](#)" webpage.

Food/Drink Policy

Food and drinks (other than water) may only be consumed in the lunch area or other designated areas. Unless authorized by administration and the classroom teacher, no food or drinks may be consumed in classrooms. Additionally, the following are prohibited and will be confiscated:

- Gum, nuts or seeds in the shell
- Energy drinks of any type
- Glass containers
- Food and drinks brought from outside the school
- Food and drinks delivered during school hours through DoorDash, Grubhub, Uber Eats, etc.

Any confiscated items must be retrieved by the student at the end of the school day or they will be discarded.

Food Allergies & Special Dietary Needs

There are students who have special dietary needs and/or are allergic to certain foods or ingredients (*e.g.*, peanuts, tree nuts, wheat, milk, etc.). When exposed to an allergen, affected students may experience shortness of breath, wheezing, difficulty breathing, difficulty talking or swallowing, hives, itching, swelling, shock, or asthma. Students will not be excluded from school activities nor otherwise discriminated against, harassed, intimidated, or bullied because of their food allergy.

Please help keep all of students safe and healthy at school by keeping in mind the following:

1. Parents are responsible for notifying the principal or school nurse, in writing, regarding their child's food allergies or other special dietary needs.
2. When a student's food allergy or food intolerance substantially limits one or more major life activities, they may be evaluated to determine if accommodations pursuant to Section 504 are required.
3. School lunch meals make dietary accommodations for students who have a medically certified disability that is verified by a medical statement.
4. Each school site may designate allergen-free area(s) to ensure students with allergies are safe.
5. Students should not share or exchange meals or utensils with other students.
6. Without identifying the student, the principal or teacher may notify parents of other students in the class that a student is allergic to a specific food and may request that certain foods not be provided at class parties or other school events.

5. Receive equitable treatment and benefits in the provision of all of the following: equipment and supplies; scheduling of games and practices; transportation and daily allowances; access to tutoring; coaching; locker rooms; practice and competitive facilities; medical and training facilities and services; and publicity
6. Access to the District's compliance officer to answer questions regarding gender equity laws
7. Contact the California Department of Education (CDE) and the California Interscholastic Federation (CIF) to get information on gender equity laws
8. File a confidential discrimination complaint with the United States Office for Civil Rights (OCR) or CDE if discrimination, or unequal treatment, on the basis of sex has occurred
9. Pursue civil remedies as a result of discrimination
10. Be protected against retaliation for filing a discrimination complaint

The District has designated Erika H. Garcia, Director of Human Resources, at erika.hgarcia@puhsd.org (951) 943-6369 Ext. 80313, to address questions and complaints regarding its nondiscrimination policies specific to Title IX. Any complaint alleging noncompliance with Title IX will be investigated and resolved through the Uniform Complaint Procedures.

Competitive Athletics Data

Schools that offer competitive athletics (*e.g.*, sports where the activity has coaches, a governing organization, and practices, and competes during a defined season, and has competition as its primary goal) must make the following information publicly available at the end of each school year, in compliance with California's Sex Equity in Education Act:

1. The total enrollment of the school, classified by gender.
2. The number of students enrolled who participated in competitive athletics, classified by gender.
3. The number of boys' and girls' teams, classified by sport and by competition level.

To review the most current data, please visit the school's athletic department website.

Racial Discrimination, Harassment, or Hazing

State law requires the tracking and reporting of racial discrimination, harassment, or hazing that occurs at sporting games or events in participating CIF schools. Anyone who experiences, witnesses, or becomes aware of such behavior is encouraged to complete and submit the "[Sporting Event/Game Incident Report](#)" to the Director of Pupil Services, Dr. Esmeralda Chalfant, esmeralda.chalfant@puhsd.org (951)943-6369 ext. 81200 as soon as possible after the incident.

- Parents are encouraged to bring non-food items for school celebrations in lieu of food items which present a challenge for students with food allergies.
- When sending food for others to consume, do not send any foods that do not have food labels.

Water Consumption

Students are encouraged to bring a reusable bottle to fill and refill water to consume while on campus. Drinking water plays an important role in maintaining a student's overall health in the following ways:

- Supports muscles, joints, and tissues
- Improves digestive system
- Keeps growing bodies hydrated
- Positively impacts cognitive performance, particularly short-term memory
- Improves visual attention and fine motor skills
- Can prevent excess weight gain when substituting sugary drinks

Students are encouraged to bring a non-glass, reusable water bottle and may use campus water-refilling stations available on each campus. Thank you for helping us maintain a safe and welcoming school environment.

Clean & Healthy Campus

A clean, healthy, and attractive campus improves the educational experience and contributes to everyone's social and emotional well-being. Students, staff and visitors must take ownership of their trash by placing it in bins around campus.

Student Mental Health Services

The District is committed to promoting the well-being of its students by ensuring that, at least twice a year, students and parents are provided with information on how to initiate access to available student mental health services at school and/or in the community.

To initiate access to available student mental health services, please visit the [Care Solace](#) website or call 888-515-0595. For additional resources and information, visit the District's webpage on "[Mental Health Resources](#)."

Wellness Center

The Wellness Center is available to all students who need emotional support and/or mental health counseling provided by a school counselor or social worker. The Center is also available for students who simply need a place to take a breath for 10 minutes.

Health Services

A health technician is present on campus eight hours per day and a district nurse is available to assist schools. Students must have a pass from their teacher or other staff member before

going to the Health Office, unless an emergency occurs. The nurse or health technician can administer first aid, but if the student needs further treatment or care, the parent or designated adult will be contacted. Parents are responsible for transporting their student home or to see a doctor, except in the case of extreme emergencies.

Illness

It is important to protect the health of all students from risk posed by infectious diseases that can be transmitted within the school setting. Whenever there is a good reason to believe that a student is suffering from a recognized contagious or infectious disease, the student will be sent home and will not be permitted to return until school authorities are satisfied that any contagious or infectious disease does not exist. The California Department of Public Health (CDPH) further provides that students should stay home (or go home) from school when any new illness or symptom prevents them from being able to participate meaningfully in school activities or results in a need for care that is greater than the staff can provide without compromising the health and safety of other children.

The following chart provides guidelines from the CDPH that help parents decide when to keep students at home when they are not feeling well and when they are ready to return to school.

Symptom/Illness	When to stay home and return to school
Overall, not feeling well	STAY HOME IF any new illness or symptom prevents the student from participating meaningfully in routine activities.
Cold (e.g., cough, stuffy/runny nose, sneeze)	OK TO ATTEND WITH MILD SYMPTOMS. Please consider wearing a mask. STAY HOME AND SEEK MEDICAL ATTENTION for severe symptoms, including a bad cough, difficulty breathing or trouble catching their breath, or wheezing when not controlled by medication (like albuterol). RETURN WHEN IMPROVING.
Diarrhea	STAY HOME IF the student is unlikely to make it to the toilet in time. If the stool looks bloody or black, seek medical attention. RETURN WHEN improving. Recommend frequent hand washing.
Ear or eye irritation, including pink eye	OK TO ATTEND WITH MILD SYMPTOMS. Recommend frequent handwashing. STAY HOME AND SEEK MEDICAL ATTENTION for difficulty seeing or hearing, an eye injury, or pain they cannot tolerate.
Fever	STAY HOME IF a fever is of 100.4°F (38°C) or higher. RETURN WHEN fever went away over the night and is gone in the morning without the use of medications such as Tylenol®, Advil®, or Motrin® (acetaminophen or ibuprofen).

Rash	OK TO ATTEND WITH MILD SYMPTOMS. STAY HOME AND SEEK MEDICAL ATTENTION IF the rash is worsening, causing pain, has blisters, or is not healing. RETURN WHEN IMPROVING or as guided by a healthcare provider. In general, for conditions such as lice, impetigo, ringworm, scabies, and pinworms, the student may return as soon as they start appropriate treatment.
Sore throat	OK TO ATTEND WITH MILD SYMPTOMS. Please consider wearing a mask. STAY HOME AND SEEK MEDICAL ATTENTION for difficulty breathing or swallowing, or continuous drooling. RETURN WHEN IMPROVING. If an antibiotic is prescribed, take the first dose at least 12 hours before returning.
Vomiting	STAY HOME IF vomiting has occurred 2 or more times in 24 hours. RETURN WHEN vomiting has ended overnight, and the student is able to hold down liquids and food. Recommend frequent handwashing.

HPV Immunization

Students are advised to adhere to current immunization guidelines, as recommended by the State Department of Public Health, regarding full human papillomavirus (HPV) immunization before admission or advancement to the 8th grade of any private or public school. HPV vaccination can prevent over 90 percent of cancers caused by HPV. HPV vaccines are very safe, and scientific research shows that the benefits of HPV vaccination far outweigh the potential risks.

Medication

The school nurse or other designated school employees may assist students who need to take prescribed medication, including over-the-counter (OTC) medication, during school hours only upon written request of both the physician/ surgeon and the parent. The written request from the physician/surgeon must include details as to the name of the medication, method, amount, and time schedules by which the medication is to be taken and a written statement from the parent indicating the desire that the District assist the student in matters set forth in the statement of the physician/surgeon

In order for a student to carry and self-administer a prescription epinephrine delivery system or inhaled asthma medication at school, the parent must provide a written statement consenting to the self-administration and a written statement from the physician/surgeon or physician assistant detailing the medication, method, amount, and time schedules by which the medication is to be taken, and confirming that the student is able to self-administer epinephrine via a delivery system or inhaled asthma medication. A student may be subject to

disciplinary action if the student uses an epinephrine delivery system or inhaled asthma medication in a manner other than as prescribed.

The following guidelines apply to medication administered at school:

1. The medication authorization form, obtained from the school health office, must be completed and signed by both the licensed healthcare provider and the parent annually.
2. A parent or authorized adult must deliver all medications to the school office. Students may not carry medications on campus unless they are approved to carry emergency medications (e.g., inhalers or epinephrine).
3. All medication must be provided in its original pharmacy container or the original manufacturer's packaging.
4. The student's name, dosage, and frequency instructions on the pharmacy label must exactly match the information provided on the physician's authorization form.
5. The school cannot administer OTC medications based only on a parent's note. All non-prescription medications require the same physician authorization and original packaging as prescription drugs.
6. School staff will not accept or administer medication that is expired or delivered in a non-matching container (such as a plastic bag or an old bottle).

Ambulatory Assistive Devices

Any student prescribed the temporary use of crutches, a wheelchair, a walker, or a fracture boot at school must provide a note from the student's physician or physical therapist. This note must include:

1. Date of visit and diagnosis
2. Physician or physical therapist's signature and stamp
3. Specific safety and storage instructions for the device while at school
4. Any activity restrictions (e.g., physical education, sports, recess, weight-bearing, stairs)
5. Duration of restrictions and expected clearance date
6. Confirmation from the physician or physical therapist when the device is no longer needed

Automated External Defibrillators

Sudden cardiac arrest (SCA) is a life-threatening emergency that occurs when the heart suddenly stops beating. It strikes people of all ages who may seem to be healthy, even children and teens. When SCA happens, the person collapses and doesn't respond or breathe normally. They may gasp or shake as if having a seizure, but their heart has stopped. SCA leads to death in minutes if the person does not get help right away. Survival depends on people nearby calling 911, starting CPR, and using an automated external defibrillator (AED) as soon as possible.

An AED is a portable, easy-to-use medical device that can analyze the heart's rhythm and, if necessary, deliver an electrical shock (or defibrillation) to help the heart re-establish

an effective rhythm. AEDs are installed. See image below. . Instructions on how to use the AED are posted next to each unit so that anyone can render aid with an AED.

Heritage High School **	Health Office, Soundroom Gym (Hallway), Athletic Trainer's Office (1 stationary, 1 portable), Stadium Home Snackbar, Softball Restroom Storage, Baseball Restroom Storage, Pool Office, Theater(Sound Room)
Perris High School **	Health Office, Gym Foyer (Snack Bar), Athletic Trainer's Office, Stadium Home Ticket Booth, Baseball C-Train, Panther Park Storage (Bleeding Control Pak not at this location)
Paloma Valley High School **	Health Office, Gym - South End, Training Room, Stadium Ticket Office, Baseball C-Train, Back-6 Storage, Pool Office, Theater(Ticket Booth)
Liberty High School**	Health Office, Baseball/Softball Snackbar, Visitor Snack Bar, Athletic Trainer's Office, Gym (upstairs/downstairs), Pool Office, Theater(Snack Bar)
California Military Institute **	Health Office, Room T4, Gym, Athletic Trainer's Office
Pinacate Middle School**	Health Office, Gym - Adaptive PE Room, Multipurpose Room by Kitchen Door, Athletic Trainer's Office
PALS	Life Skills Room
Perris Lake High School	Health Office

Reporting Accidents

Anytime a student is injured on campus they should report it to the school nurse immediately. The administrator overseeing the health office will assist, as necessary. Accident report forms are available and need to be completed for each incident.

STUDENT & SCHOOL SAFETY

Emergency Protocols

Each school's comprehensive school safety plan includes procedures for addressing major disasters and intruders on campus, including lockdown, evacuation, means of communication, and reunification of students with their parents. To familiarize students and staff with proper procedures, fire drills and earthquake drop procedure practices are held at school. Emergency plans and maps are displayed in each classroom, as well as the proper classroom evacuation route. Each teacher has an emergency bag with disaster supplies to be used should a disaster occur. In the event of a disaster, standard response and student release procedures will be used. Students must follow all directions from teachers and administrators. Parents should address any concerns about their student participating in site disaster drills with the school principal.

Lock Down Procedures

Lock down procedures will be implemented when the threat of danger, violence or gunfire is identified and/or site administration is directed by law enforcement that it is necessary to prevent perpetrator(s) from entering occupied areas. During a lock down, students are to remain in the classrooms or designated locations at all times. If inside, teachers or staff will lock the doors and close any shades or blinds if it appears safe to do so. Students and staff will implement duck-and-cover procedures when necessary. If standing outside, students will proceed to their classrooms if no danger is present. If not, teachers or staff will direct students into the closest classrooms or school buildings (e.g., auditorium, library, cafeteria, or gymnasium). Teachers and students will

remain in the classroom or secured area until further instructions are given by the principal or law enforcement. The front entrance will be locked and no visitors, other than appropriate law enforcement or emergency personnel with proper identification, will be allowed on campus during lock down. This means that students will not be released to parents until law enforcement, emergency personnel, or district administration determines that the situation leading to a lockdown is clear and it is safe to reunify students with their parents.

In such situations, parents will not be permitted entrance into the affected school or access to their students and may be directed to a location away from the school until authorities determine that it is safe to release the students. As it is safe to do so, district and/or law enforcement officials will provide parents and the community with information updates as they are available. It is important that parents and the community follow the directions of school and law enforcement authorities in emergency situations to help ensure the safety of all students and staff. For more information, visit the District's webpage on [Emergency Preparedness & Response](#).

Emergency Cards

Emergency cards are required to be completed and submitted at the beginning of each school year, and should be updated whenever there is a change. For each student, there must be at least two adults listed with their current contact information so that they may be contacted if the school is unable to reach a student's parent or in case of an emergency where the student must be removed from school.

Only the individuals listed on a student's emergency card may remove a student from school. If there is a restraining or protective order against a former spouse or another individual, a copy of the order must be provided to the school office.

Dress Code

The primary responsibility for a student's attire resides with the student and their parent(s). However, the District is responsible for seeing that student attire does not disrupt school activities or contribute to a hostile or intimidating atmosphere for any student.

Appropriate dress contributes to a productive learning environment; therefore, student attire and accessories must permit the student to participate in learning without posing a risk to the health or safety of any student or district personnel. Students must wear clothing and footwear suitable for the school activity in which they are participating. The following represents the basic principle of the District's dress code:

1. Certain body parts must be covered for all students at all times. Clothes must be worn in a way such that genitals, buttocks, and breasts (inclusive of nipples, areola, side and under breast) are fully covered with opaque fabric.
2. Clothing, jewelry, and personal items must be free of and may not display or represent images that are violent

and/or depict drugs, drug paraphernalia, alcohol, or promote any unlawful act.

3. Clothing, jewelry, and personal items may not contain imagery, words or acronyms associated with hate speech, profanity, pornography, or any promotion and/or endorsement of violence, alcohol or drug use.

No list of dress and appearance guidelines for students can be written that will anticipate all potential dress trends. In the case of questionable dress that is not specifically covered in the list above, administration will make the final decision. The dress code may be modified, as appropriate, to accommodate a student's religious or cultural observance, health condition, or other circumstance deemed necessary by the principal or designee. In addition, the principal or designee may require attire to accommodate the needs of special school activities, physical education classes, athletic activities, and other extracurricular and cocurricular activities.

The District will ensure that dress code enforcement is equitable and does not reinforce or increase marginalization or oppression of any group based on race, sex, gender identity, gender expression, sexual orientation, ethnicity, religion, politics, cultural observance, household income, national origin, immigration status, or body type/size. Additionally, the dress code will not discriminate against students based on hair texture and protective hairstyles, including, but not limited to, braids, locs, and twists.

School-directed changes to a student's attire should be the least restrictive and least disruptive to a student's school day. When practical, students will not be directed to correct a dress code violation during instructional time or in front of other students. Repeated violations or refusal to comply with the District's dress code may result in progressive disciplinary action.

Public Display of Affection

The school recognizes that genuine feelings of affection may exist between students; however, students should refrain from inappropriate intimate behaviors on campus or at school-related events. Repeated or especially inappropriate behavior in this regard may result in disciplinary action. Public displays of affection deemed inappropriate include: kissing, fondling, lewd or other inappropriate conduct.

Sexual Harassment

The Board of Trustees is committed to maintaining a welcoming, safe, and supportive school environment that is free from discrimination and harassment. The Board prohibits at district or at district-sponsored or district-related activities, sexual harassment targeted at any student.

Additionally, the Board prohibits retaliatory behavior or action against any person who reports, files a complaint, testifies about, assists with, or otherwise supports a complainant in alleging sexual harassment, or otherwise participates or refuses to participate in the complaint process established for the purpose of district policy.

Defining Sexual Harassment

Sexual harassment is a form of sex discrimination and means sexual harassment and other harassment on the basis of one, or a combination of two or more protected characteristics, which include, but may not be limited to, sex; gender; gender identity; gender expression; sexual orientation; sex stereotypes; pregnancy, false pregnancy, childbirth, termination of pregnancy, or related conditions or recovery; and parental, marital, and family status.

Sexual harassment includes, but is not limited to, unwelcome sexual advances, unwanted requests for sexual favors or other unwanted verbal, visual or physical conduct of a sexual nature made against another person of the same or opposite sex, in the educational setting, under any of the following conditions:

1. Submission to the conduct is explicitly or implicitly made a term or condition of a student's academic status or progress.
2. Submission to or rejection of the conduct by a student is used as the basis for academic decisions affecting the student.
3. The conduct has the purpose or effect of having a negative impact on the student's academic performance or of creating an intimidating, hostile, or offensive educational environment.
4. Submission to or rejection of the conduct by the student is used as the basis for any decision affecting the student regarding benefits and services, honors, programs, or activities available at or through any district program or activity.

For purposes of applying the complaint procedures specified in Title IX of the Education Amendments of 1972, sexual harassment is defined as any of the following forms of conduct that occurs in an education program or activity in which a district school exercises substantial control over the context and respondent:

1. A district employee conditioning the provision of a district aid, benefit, or service on the student's participation in unwelcome sexual conduct.
2. Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a student equal access to the District's education program or activity.
3. Sexual assault, dating violence, domestic violence, or stalking as defined in 20 USC 1092 or 34 USC 12291.

Filing a Complaint

A student or a student's parent(s) who believes that the student has been subjected to sexual harassment in a district program or activity or who has witnessed sexual harassment, is strongly encouraged to report the incident to the District's Title IX Coordinator, a teacher, the principal, or any other available school employee. Any school employee who observes sexual harassment must, within one workday, report the observation to the Title IX Coordinator. The report must be made regardless of

whether the alleged victim files a formal complaint or requests confidentiality.

Rights of the Complainant/Victim

1. File a formal written complaint with the District.
2. Have the opportunity to explain and provide evidence related to the complaint.
3. Receive support services provided by the District and/or school.
4. Receive notice of the outcome of the complaint, as well as information on how to appeal the District's decision to CDE.
5. File a complaint directly with the U.S. Department of Education, Office for Civil Rights and/or file a civil or criminal complaint.

Rights of the Respondent/Alleged Offender

1. Be informed of the claims brought forth against them.
2. Have the opportunity to respond to and provide evidence related to the complaint.
3. Receive support services provided by the District and/or school.
4. Receive notice of the outcome of the complaint.

Responsibilities of the District/School

1. Investigate every sexual harassment allegation that involves a student.
2. For off-campus incidents, assess whether the conduct may create or contribute to the creation of a hostile school environment to determine if the complaint is to be investigated and resolved as if the prohibited conduct occurred at school.
3. Address the complaint or allegation through AR 5145.71 — Title IX Sexual Harassment Complaint Procedures or BP/AR 1312.3 — Uniform Complaint Procedures, as applicable.
4. Offer supportive measures to the complainant and respondent, as deemed appropriate under the circumstances.
5. If sexual harassment is found, take prompt action to stop it, prevent recurrence, implement remedies, and address any continuing effects.
6. Address any separate rule violation involving an alleged victim or any other person reporting a sexual harassment incident separately, without affecting the manner in which the sexual harassment complaint is received, investigated, or resolved.
7. Maintain a record of all reported cases of sexual harassment in order to monitor, address, and prevent repetitive harassing behaviors.

Disciplinary Action

Upon completion of an investigation of sexual harassment:

1. Any student found to have engaged in sexual harassment or sexual violence in violation of district policy is subject to disciplinary action. For students in grades 4-12, disciplinary action may include suspension and/or expulsion, provided

that, in imposing such discipline, the entire circumstances of the incident(s) must be taken into account.

2. Any employee found to have engaged in sexual harassment or sexual violence toward any student is subject to disciplinary action, up to and including dismissal, in accordance with law and the applicable collective bargaining agreement.

Title IX Coordinator

Erika Heiliger-Garcia
155 E 4th Street
Perris, CA 92570
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(951) 943-6369 Ext. 80313

Bullying

The District's policy on bullying applies to all acts constituting bullying related to school activity or to school attendance occurring within a district school, to acts which occur off campus or outside of school-related or school-sponsored activities but which may have an impact or create a hostile environment at school, and to all acts of the Board of Trustees and the Superintendent in enacting policies and procedures that govern the District. This is because the District recognizes the harmful effects of bullying on student well-being, student learning, and school attendance and desires to provide a welcoming, safe, and supportive school environment that protects students from physical, mental, and emotional harm. Any school staff who witnesses an act of bullying against a student has a responsibility to immediately intervene to stop the incident when it is safe to do so. District families are encouraged to model respectful behavior, contribute to a safe and supportive learning environment, and monitor potential causes of bullying.

Definitions & Examples

Bullying is an aggressive behavior that involves a real or perceived imbalance of power between individuals with the intent to cause emotional or physical harm. Bullying can be physical, verbal, or social/relational and may involve a single severe act or repetition or potential repetition of a deliberate act. Bullying includes, but is not limited to, any act described in EC 48900(r), which defines "bullying" to mean any severe or pervasive physical or verbal act or conduct, including communications made in writing or by means of an electronic act, and includes one or more acts committed by a student or group of students as defined in EC 48900.2, 48900.3, or 48900.4, directed toward one or more students that has or can be reasonably predicted to have the effect of one or more of the following:

1. Placing a reasonable student(s) in fear of harm to their person or property.
2. Causing a reasonable student to experience a substantially detrimental effect on their physical or mental health.
3. Causing a reasonable student to experience substantial interference with their academic performance.

4. Causing a reasonable student to experience substantial interference with their ability to participate in or benefit from the services, activities, or privileges provided by a school.

Cyberbullying includes the electronic creation or transmission of harassing communications, direct threats, or other harmful texts, sounds, or images, which may be shared, sent, or posted publicly. Cyberbullying may include, but is not limited to, personal or private information that causes humiliation, false or negative information to discredit or disparage, or threats of physical harm. Cyberbullying may also include breaking into another person's electronic account or assuming that person's online identity in order to damage that person's reputation.

Examples of the types of conduct that may constitute bullying and are prohibited by the District include, but are not limited to:

- Physical bullying: An act that inflicts harm upon a person's body or possessions, such as hitting, kicking, pinching, spitting, tripping, pushing, taking or breaking someone's possessions, or making cruel or rude hand gestures
- Verbal bullying: An act that includes saying or writing hurtful things, such as teasing, name-calling, inappropriate sexual comments, taunting, or threats to cause harm
- Social/relational bullying: An act that harms a person's reputation or relationships, such as leaving a person out of an activity on purpose, influencing others not to be friends with someone, spreading rumors, or embarrassing someone in public
- Cyberbullying: An act that occurs on electronic devices such as computers, tablets, or cell phones, such as sending demeaning or hateful text messages, direct messages or public posts on social media apps, gaming forums, or emails, spreading rumors by email or by posting on social networking sites, shaming or humiliating by allowing others to view, participate in, or share disparaging or harmful content, or posting or sharing embarrassing photos, videos, website, or fake profiles

Reporting & Filing of Complaints

Any student, parent, or other individual who believes that a student has been subjected to bullying or who has witnessed bullying may report the incident to a teacher, the principal, a compliance officer, or any other available school employee.

When a report of bullying is submitted, the principal or the district compliance officer will inform the student or parent of the right to file a formal written complaint in accordance with AR 1312.3 - Uniform Complaint Procedures. The student who is the alleged victim of the bullying will be given an opportunity to describe the incident, identify witnesses who may have relevant information, and provide other evidence of bullying.

Any individuals with information about cyberbullying activity must save and print any electronic or digital messages that they feel constitute cyberbullying and notify a teacher, the principal, or other employee so that the matter may be investigated. When an investigation concludes that a student used a social networking site or service to bully or harass another student, the Superintendent or designee may report the cyberbullying to the

social media platform and may request the material be removed.

Disciplinary Action

Corrective actions for a student who commits an act of bullying of any type may include counseling, behavioral intervention, and education, and, if the behavior is severe or pervasive as defined in EC 48900(r), may include suspension or expulsion in accordance with district policies and regulations. When appropriate based on the severity or pervasiveness of the bullying, the Superintendent or designee will notify the parents of victims and perpetrators and may contact law enforcement.

Any employee who permits or engages in bullying or retaliation related to bullying shall be subject to disciplinary action, up to and including dismissal.

Support Services

The Superintendent, principal, or designee may refer a victim, witness, perpetrator, or other student affected by an act of bullying to a school counselor, school psychologist, social worker, child welfare attendance personnel, school nurse, or other school support service personnel for case management, counseling, and/or participation in a restorative justice program as appropriate.

If the Superintendent or designee believes it is in the best interest of a student who has been the victim of an act of bullying, the student's parents will be informed that the student may transfer to another school. Upon request by the parent, the transfer will be allowed in accordance with law and district policy on intradistrict or interdistrict transfer.

If any student involved in bullying exhibits warning signs of suicidal thought or intention or of intent to harm another person, the Superintendent or designee will, as appropriate, implement district intervention protocols which may include, but are not limited to, referral to district or community mental health services, other health professionals, and/or law enforcement.

Tobacco-Free Campus

Smoking and other uses of tobacco and nicotine products constitute a serious public health hazard and are inconsistent with district goals to provide a healthy environment for students and staff. Smoking and/or use of tobacco products is prohibited at any time in district-owned or leased buildings, on district property, or in district vehicles. These prohibitions apply to all district employees, students, and visitors at any school-sponsored instructional program, activity, or athletic event held on or off district property. However, an individual is not prohibited from using or possessing prescription products and other cessation aids that have been approved by the U.S. Department of Health and Human Services, Food and Drug Administration, such as nicotine patch or gum.

Smoking means inhaling, exhaling, burning, or carrying any lighted or heated cigar, cigarette, or pipe, or any other lighted or heated tobacco or plant product intended for inhalation, whether natural or synthetic, in any manner or in any form. Smoking

includes the use of an electronic smoking device that creates an aerosol or vapor, in any manner or in any form, or the use of any oral smoking device for the purpose of circumventing the prohibition of smoking.

Tobacco product means any of the following:

1. A product containing, made, or derived from tobacco or nicotine that is intended for human consumption, whether smoked, heated, chewed, absorbed, dissolved, inhaled, snorted, sniffed, or ingested by any other means, including, but not limited to, cigarettes, cigars, little cigars, chewing tobacco, pipe tobacco, or snuff.
2. An electronic device that delivers nicotine or other vaporized liquids to the person inhaling from the device, including, but not limited to, an electronic cigarette, cigar, pipe, or hookah.
3. Any component, part, or accessory of a tobacco product, whether or not sold separately.

Any employee or student who violates the District's tobacco-free schools policy will be asked to refrain from smoking and may be subject to disciplinary action. Any other person who violates district policy will be informed of the policy and asked to refrain from smoking. If the person fails to comply with this request, the Superintendent or designee may:

1. Direct the person to leave school property.
2. Request local law enforcement assistance in removing the person from school premises.
3. If the person repeatedly violates the tobacco-free schools policy, prohibit the person from entering district property for a specified period of time.

Prohibited Items

The items listed below are not allowed at school or at school-related or school-sponsored activities to ensure the safety of students and staff, as well as the health and cleanliness of district property. If a student brings any of the items on campus, the item will be confiscated and returned to either the student after school, or will require that the parent pick up the item. Items that are illegal to be possessed outside of school grounds, such as controlled substances and firearms, may be turned over to law enforcement. Students may also be subject to disciplinary action if the student commits one of the acts described under "[Grounds for Suspension and Expulsion](#)."

- Blankets, pillows
- Dangerous objects (e.g., scissors, screwdrivers, nail files)
- Drugs, alcohol, tobacco, drug paraphernalia
- Gum, candy, sunflower seeds
- Knives, multi-tool pocket knives, box cutters
- Large sums of cash
- Sharpies, other permanent markers
- Sports equipment
- Squirt guns, water toys, water balloons
- Toys, stuffed animals
- Video cameras or cameras
- Weapons (including toy weapons or replicas)

Search & Seizure

In promoting a safe learning environment, school officials will take appropriate action, to the extent possible, eliminate the possession and use of weapons, illegal drugs, and other controlled substances by students on school premises and at school activities. As necessary to protect the health and welfare of students and staff, school officials may search students, their property, and/or district property under their control and may seize illegal, unsafe, or otherwise prohibited items.

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

All student lockers, desks, and school-issued electronic devices are the property of the District. School officials may conduct a general inspection of school properties on a regular, announced basis, with students standing by their assigned lockers, desks, or school-issued electronic devices. Any items contained in a locker or desk will be considered to be the property of the student to whom the locker or desk was assigned.

A student's personal electronic signaling device (e.g., cellular or digital telephone) may not be searched, including, but not limited to, the accessing and reading of text messages and digital photos, unless the school official:

1. Has obtained the specific, written consent of the student or parent.
2. Believes there is an emergency involving danger of death or serious physical injury to any person.
3. Is attempting to identify or contact the owner or authorized possessor of the device that, in good faith, is believed to be lost, stolen, or abandoned.
4. Is a sworn peace officer who has orders to search the device pursuant to a search warrant.

School officials will not be responsible for determining ownership of any seized items; therefore, the item will only be released to the parent of the student from whom the item was taken, unless the actual owner can provide proof of ownership.

STUDENT DISCIPLINE

Behavior Expectations

The PUHSD is committed to providing a safe, supportive, and positive school environment which is conducive to student learning and achievement and desires to prepare students for responsible citizenship by fostering self-discipline and personal responsibility. The District believes that high expectations for student behavior, use of effective school and classroom

management strategies, provision of appropriate intervention and support, and parent involvement can minimize the need for disciplinary measures that exclude students from instruction as a means for correcting student misbehavior.

All students are expected to conduct themselves in such a manner as to contribute to a productive learning environment. Each individual's conduct on the campus and going to and from school must be orderly and in keeping with the rules and regulations of the school, the District, and the laws of the state. An educationally sound environment does not allow anyone to interfere with the teacher's right to teach and/or a student's right to learn.

Parents are expected to comply with the laws governing the conduct and education of their children, and expected to cooperate with school authorities regarding the behavior of their children. Parents are also liable for defacement, injury, or loss of any property belonging to the District. Penalties may be imposed as specified by the law and Board policy.

Staff will enforce disciplinary rules fairly, consistently, and in accordance with the District's nondiscrimination policies. Administrators will address each incident in a fair, consistent, and timely manner. Unless immediate action is required by law and Board policy, staff will follow a progressive discipline approach depending on the severity and frequency of the misbehavior.

In Loco Parentis

In loco parentis is a doctrine that grants schools the authority to act in the best interest of students. It is a Latin legal phrase meaning, "in the place of a parent". So, when parents leave their students under the care and supervision of district staff, staff have the discretion to address student misbehavior, conduct searches and investigations, including interviewing students, and impose disciplinary actions in accordance with law and district policy.

Prevention & Intervention Strategies

Disciplinary measures that may result in loss of instructional time or cause students to be disengaged from school, such as detention, suspension, and expulsion, will be imposed only when required or permitted by law or when other means of correction have been documented to have failed. Staff will use positive interventions and alternative disciplinary measures over exclusionary discipline measures, to the extent possible, when responding to student misconduct.

The safety of students and staff, providing interventions and supports to students, as well as the maintenance of an orderly school environment, are priorities in determining appropriate discipline. When misconduct occurs, staff will attempt to identify the causes of the student's behavior and implement appropriate support and/or discipline. When choosing between different disciplinary strategies, staff will consider the effect of each option on the student's health, well-being, and opportunity to learn.

Positive Behavior Intervention and Support (PBIS)

PBIS is best described as an organizing structure rather than a program. Explicit social skills and expectations are taught, acknowledged, and corrected by all staff within a safe and welcoming school culture for the purpose of equipping students for behavioral success in school and in life. Using PBIS means that all students are being treated equally and fairly, with emphasis on their learning. The hope is to encourage positive behaviors in all students by having them understand clear expectations, and by being rewarded when they follow these expectations correctly and consistently. Evidence-based features of PBIS include:

- Commitment to prevention and intervention
- Emphasis on strong collaborative leadership to build effective systems and practices
- Universally defined expectations/skills which are taught
- Acknowledgment and correction of prosocial behavior
- Provision of fair and consistent consequences
- Ongoing collection and review of data for decision making purposes
- Continuum of behavioral interventions — multi-tiered supports

Student Safety & Conflict Prevention Plan

Students have the right to feel safe and to be free from intimidation, threats, or any form of harassment. Whenever incidents of conflict or concern arise, a [Student Safety & Conflict Prevention Plan](#) may be developed to outline the measures that will be implemented to support the students and ensure their safety. The Plan includes guidelines for students if they feel threatened or unsafe, as well as parent responsibilities.

Support and safety measures may address any of the following:

- Class to class transitions (e.g., alternate routes, early dismissal from class)
- Classroom adjustments (e.g., seating arrangements, schedule modifications)
- Designated safe spaces
- Check-ins with staff
- Reporting procedures for subsequent issues
- No-contact agreement
- Additional support services (e.g., mental health services, counseling, peer mediation)

Grounds for Suspension & Expulsion

Suspension means the removal of a student from ongoing instruction for adjustment purposes. Expulsion means removal of a student from the immediate supervision and control, or the general supervision, of school personnel. Students may be suspended or recommended for expulsion whenever the principal/designee of the school determines the student has committed an act in violation of EC 48900, 48900.2, 48900.3, 48900.4, and 48900.7, as listed below, in any of the schools of the District or in another district, and the act is related to a school activity or school attendance which occurs at any time

including, but not limited to, while on school grounds, while going to or returning from school, during lunch period whether on or off campus, and during or while going to or coming from a school sponsored activity.

The following are acts for which a student may be suspended or expelled:

1. Caused, attempted to cause, or threatened to cause physical injury to another person.
2. Willfully used force or violence upon another person, except in self-defense.
3. Possessed, sold, or otherwise furnished any firearm, knife, explosive, or other dangerous object.
4. Unlawfully possessed, used, sold, otherwise furnished, or was under the influence of any controlled substance, alcoholic beverage, or intoxicant of any kind.
5. Unlawfully offered, arranged, or negotiated to sell any controlled substance, alcoholic beverage, or intoxicant of any kind, and then sold, delivered, or otherwise furnished to any person another liquid, substance, or material and represented the same as such controlled substance, alcoholic beverage, or intoxicant.
6. Committed or attempted to commit robbery or extortion.
7. Caused or attempted to cause damage to school property or private property.
8. Stole or attempted to steal school property or private property.
9. Possessed or used tobacco, or products containing tobacco or nicotine products.
10. Committed an obscene act or engaged in habitual profanity or vulgarity.
11. Unlawfully possessed, offered, arranged, or negotiated to sell any drug paraphernalia.
12. Disrupted school activities or otherwise willfully defied the valid authority of school personnel engaged in the performance of their duties. (*Note: Only teachers may suspend a student from class for this reason.*)
13. Knowingly received stolen school property or private property.
14. Possessed an imitation firearm.
15. Committed or attempted to commit a sexual assault or committed a sexual battery.
16. Harassed, threatened, or intimidated a student who is a complaining witness or witness in a school disciplinary proceeding for the purpose of preventing that student from being a witness and/or retaliating against that student for being a witness.
17. Unlawfully offered, arranged to sell, negotiated to sell, or sold the prescription drug Soma.
18. Engaged in, or attempted to engage in, hazing.
19. Engaged in an act of bullying.
20. Aided or abetted the infliction or attempted infliction of physical injury on another person.
21. Committed sexual harassment. (Grades 4-12 only)
22. Caused, attempted to cause, threatened to cause, or participated in an act of hate violence. (Grades 4-12 only)

23. Intentionally engaged in harassment, threats, or intimidation against district personnel or students. (Grades 4-12 only)
24. Made terrorist threats against school officials and/or school property.

Mandatory Expellable Offenses

A student found to have committed any of the following acts will immediately be suspended from school and recommended for expulsion:

1. Possessed, sold, or otherwise furnished a firearm.
2. Brandished a knife at another person.
3. Unlawfully sold a controlled substance.
4. Committed or attempted to commit a sexual assault or committed a sexual battery.
5. Possession of an explosive.

Discretionary Expellable Offenses

Unless the Superintendent or principal determines that expulsion should not be recommended under the circumstances or that an alternative means of correction would address the misconduct, a student will be recommended for expulsion for any of the following acts:

1. Causing serious physical injury to another person, except in self-defense
2. Possession of any knife or other dangerous object of no reasonable use to the student
3. Unlawful possession of any controlled substance, except for the first offense for the possession of not more than one ounce of marijuana, other than concentrated cannabis, or the possession of over-the-counter or prescription medication for the student's use.
4. Robbery or extortion.
5. Assault or battery upon any school employee.

For the acts listed above, and all other acts not described under "Mandatory Expellable Offenses," a decision to recommend a student for expulsion must be based upon a finding of either or both of the following:

1. Other means of correction are not feasible or have repeatedly failed to bring about proper conduct.
2. Due to the nature of the act, the presence of the student causes a continuing danger to the physical safety of the student or others.

Suspension from Class by a Teacher

After other means of correction have failed to bring about proper conduct, a teacher may suspend a student from their class for the remainder of the day and the following day for any act listed in items #1-19 under "[Grounds for Suspension and Expulsion](#)". A teacher also may refer a student to the principal or designee for consideration of suspension from school.

As soon as possible, the teacher will ask the student's parent(s) to attend a parent-teacher conference regarding the suspension. A counselor or psychologist may attend the

conference if it is practicable, and an administrator will attend if either the parent or teacher so requests.

A student suspended from class may not be returned to class during the period of suspension without approval of the teacher of the class and the principal. During this period of suspension, the student will not be placed in another regular class; however, if the student is assigned to more than one class per day, they may be placed in any other regular classes except those held at the same time as the class from which the student was suspended. The teacher may require the student to complete any assignments and tests missed during the suspension.

Classroom Management

To ensure suitable classroom management and to minimize the use of exclusionary discipline measures such as suspension, teachers will utilize a variety of methods to address issues and encourage positive student behavior. Strategies teachers may use include, but are not limited to:

- Confer with the student and explain the school behavior policy.
- Assign tasks that must be completed within a specified time.
- Contact the student's parents so that actions can be taken to mutually correct the inappropriate behavior patterns of the student.
- Refer the student to their counselor or a multidisciplinary team to address the root cause of the behavior and/or receive additional supports and services.
- Refer the student to the school administration for correction and assistance.

Required Parental Attendance

Whenever a student is suspended from a class because the student committed an obscene act, engaged in habitual profanity or vulgarity, disrupted school activities, and/or willfully defied the valid authority of school personnel, the teacher of the class from which the student was suspended may require the student's parent to attend a portion of a school day in that class.

If the teacher imposes this requirement, the principal will send a written notice to the parent stating that attendance by the parent, who is actually living with the student, is pursuant to law. The notice will also ask the parent to meet with the principal after the visit and before leaving the school campus. Per LC 230.7, employers are not allowed to apply sanctions against the parent for complying with this requirement if the parent has given reasonable notice to their employer.

Alternative to Suspension Program

The Alternative to Suspension (ATS) Program is the on-campus suspension program for students who have committed an act described in items #1-21 under "[Grounds for Suspension and Expulsion](#)." Students who are recommended for expulsion, or determined to pose an imminent danger or threat to the school, students, or staff, are not eligible for ATS.

A student may be assigned to ATS for up to five school days, depending on the misconduct that led to the suspension. While in ATS, students will complete academic work on their Chromebooks and participate in restorative practice exercises that address the student's specific misbehavior. Students will have access to appropriate counseling services.

Suspension from School

A student may not be suspended from school for more than five consecutive school days unless the suspension is extended pending expulsion proceedings. A suspension by the principal or designee will be preceded by an informal conference where the student is informed of the reason for the disciplinary action, including the other means of correction that were attempted, and the evidence against them, and is given the opportunity to present their version and evidence in their defense. This conference may be omitted if the principal or designee determines that an emergency exists, involving a clear and present danger to the lives, safety or health of students or school personnel. If a student is suspended without this conference, both the parent and student will be notified of the student's right to return to school for the purpose of a conference. The conference will be held within two school days unless the student waives their right to it or is physically unable to attend for any reason. In such cases, the conference will be held as soon as the student is physically able to return to school.

At the time of the suspension, a school employee will make a reasonable effort to contact the parent by telephone or in person. The parent will also be notified in writing of the suspension. The notice will state the specific offense committed by the student and may include the date and time when the student may return to school. School officials may request a meeting with the parent to discuss the causes and duration of the suspension, the school policy involved and any other pertinent matter. A parent of a student suspended must respond without delay to the request for a meeting; however, the student may not be denied readmission solely because the parent failed to attend the meeting.

If a student is also being recommended for expulsion, the Superintendent or designee may extend the period of suspension beyond the five consecutive days if they determine, following a meeting in which the student and the student's parent were invited to participate, that the student's presence at the school or at an alternative school would endanger persons or property or threaten to disrupt the instructional process.

To appeal a suspension, the process for challenging student records will be followed. Parents are encouraged to start by submitting a request to appeal a suspension to an administrator who did not issue the suspension.

INGRESS & EGRESS

School Visiting Procedures

The safety of all students and staff is the District's highest priority. All visitors who wish to gain access to a school, including parents, contractors, volunteers, and agency representatives must report to the main office to register through the Raptor Visitor Management System (Raptor). Raptor is used to protect everyone at a school site, allowing the school to track visitors on campus at all times and to maintain accurate and reliable records of all visitors.

Upon entering the front office, visitors will be asked the purpose of their visit and to present a valid state-issued ID, which will be scanned into the system. Each and every visitor is instantly screened against 14 registered sex offender databases in all 50 states. It is important to note that Raptor only scans the visitor's name, date of birth, and photo for comparison with a national database of registered sex offenders. Additional visitor data from a driver's license is not gathered nor is the system connected to any other system, such as the Department of Motor Vehicles.

Once entry is approved, Raptor will issue a badge that identifies the visitor, the date, and the purpose of their visit; the badge must be worn throughout the visit. Unless otherwise directed by the principal or designee, a staff member will accompany visitors while they are on school grounds. In the event that a person does not have a state-issued ID, that person may only access the school site if escorted by a staff member. Upon completion of the visit, all visitors must return to the main office to turn in their visitor's badge and sign out.

Anyone on school grounds without permission is in violation of the law and may be reported to law enforcement. The principal or designee may refuse to register any visitor if the principal or designee reasonably concludes that the visitor's presence or acts would disrupt the school, students, or employees; would result in damage to property; or would result in the distribution or use of a controlled substance. A visitor's registration may be revoked if the principal or designee believes there is a reasonable basis for concluding that the visitor's presence on school grounds would interfere or is interfering with the peaceful conduct of school activities or would disrupt or is disrupting the school, students, or staff.

When a visitor fails to register or when the principal or designee denies or revokes a visitor's registration privileges, the principal or designee will request that the individual promptly leave school grounds. If a visitor is shown reasonable cause to believe that the visitor is willfully disrupting the orderly operation of a school, the principal or designee may issue a "Stay Away Letter" in accordance with PC 626.4.

When a visitor is directed to leave, the principal or designee will inform the visitor that if the visitor reenters the school within seven days, the visitor may be guilty of a misdemeanor subject to a fine and/or imprisonment.

Drop Off & Pick Up

Parents may drop students off and/or pick them up using the designated student drop-off points. Under no circumstances are passenger vehicles to mix with and compete with bus traffic before and after school.

Parents may not park in any red zones in or surrounding the school. Parking in a red zone can result in a ticket from law enforcement.

If special arrangements for transportation need to be made, parents are to make these arrangements before the student comes to school; parents should not call the school office to have the message relayed to their student because it is not always possible to deliver all messages in a timely manner and because it will keep interruptions to the instructional time to a minimum.

Walkers, Riders, & Carpools

Students who walk to school, receive rides from their parents, and/or carpool should be alert to before and after school traffic in all areas. The staff parking lot in front of the school is off limits to students. Parents should pick up students in the designated areas. Students should not be dropped off or picked up in the staff parking lot, or the bus lanes. Absolutely no private automobiles may drive through the bus lanes at any time to transport students.

Bicycles, Skateboards & Scooters

Students may ride their bicycles, scooters, or skateboards to and from school, but must walk/carry them onto and off school grounds in the morning and after school. Failure to do so could result in forfeiting the privilege to use this mode of transportation. After school, students are to leave school grounds immediately, and cross streets using the crosswalks and adhere to all traffic and safety procedures.

Electric Bicycles & Scooters

To ensure the safety of students who ride to and from school on electric bicycles or scooters, parents are highly encouraged to review the traffic laws and school-prescribed safety rules pertaining to these modes of transportation with their student. This includes wearing a bicycle helmet, as provided below, and adhering to the speed limits on the road and in the school's parking lot.

Bicycle Helmet Law

All students are required to wear a properly fitted and fastened bicycle helmet in order to operate, or ride as a passenger on, a bicycle, a nonmotorized scooter, or a skateboard, or to wear in-line or roller skates. If a student does not wear their helmet to school, the school will confiscate the bicycle, scooter, or skateboard and call home for a helmet.

Bike Racks

All bicycles, scooters, and skateboards must be locked up in the bike rack area; they cannot be stored in the front office or in any classrooms. Students must provide their own lock and key as none will be provided by the school. The school is not responsible for the loss or damage to bicycles, scooters, skateboards, or helmets. Any theft should be reported to the office and to the Riverside Sheriff's Department.

Student Vehicles & Parking Permits

The driving and parking of motorized vehicles on campus grounds is a privilege, not a right. Students must have a valid driver's license, insurance, and current registration to drive, and parking on campus is by permit only. The school and District does not assume responsibility for the loss or damage to personal property, including vehicles and items in the vehicles, brought on to school grounds.

Parking Permits

Only students in grades 10-12 are eligible to obtain a permit to park on campus. Priority is given in sequential order, beginning with seniors and moving to the lower grades, based on space availability. Students who are interested in parking on campus must:

1. Complete and submit an application form
2. Show proof of a valid driver's license, current auto insurance, and current vehicle registration
3. Pay a \$10 fee for the permit

Once issued, parking permit tags must be visibly displayed inside the vehicle. Any student vehicle without a permit displayed may be cited and/or towed by the Menifee Police Department or Riverside County Sheriff Department at the expense of the vehicle owner.

Student Parking

Student vehicles may only be parked in areas designated for student parking. Open student spaces are limited and are available on a first come/first serve basis; students should arrive at school early to ensure parking. Additionally:

- Students may not park or leave their vehicles unattended in designated visitor parking stalls or other marked or reserved stalls, against red (fire lane) curbs, in the student drop off area, or in the staff parking area.
- Students should not leave valuables in their vehicles. The school is not responsible and cannot reimburse for the loss of damage of any personal property.
- Students who have a shortened day may not wait in their vehicles to transport other students.
- Vehicles parked on campus are subject to search in accordance with Board policy, especially when there is reasonable suspicion that the vehicle contains drugs, alcohol, weapons, stolen property, or other contraband.

Driving on Campus

Students are expected to use extreme caution when driving, and are expected to fully comply with all parking and driving regulations. A speed limit of 5 mph must be observed in all lanes and parking areas on campus.

Loss of Parking Privileges

Students may lose their parking privileges up to a year for the following reasons:

- Conduct that violates law or district policy and regulations.
- Reckless driving or speeding on campus or in the immediate vicinity.
- Repeated parking in unauthorized areas.
- Transfer of a parking permit to another student who is not authorized to park on campus; use of a parking permit in a vehicle which it is not assigned.
- Leaving campus without permission.
- Excessive tardies, truancies, and/or behavior concerns.
- For seniors, chronically returning late from off-campus lunch.

When appropriate, disciplinary action may be imposed, in addition to any applicable legal measures, as determined by law enforcement.

Transportation/Bus Policy

The District contracts with the Hemet Unified School District to provide student transportation including home-to-school, special education, field trips and athletic events. To be eligible for free home-to-school bus transportation, students must reside beyond the District's minimum transportation distances:

- For students attending middle school: three (3) miles
- For students attending high school or alternative education school: five (5) miles

Students attending a school other than their home school, as determined by their residential address by means of an approved intradistrict or interdistrict transfer, are not eligible for transportation services, unless required by law.

For more information, you may contact the Hemet Transportation Department at (951) 943-6640.

Bus Rules

To help ensure the safety and well being of everyone on the bus, students are expected to exhibit appropriate and orderly conduct at all times when using school transportation, including while preparing to ride, riding, or leaving the bus. Students transported in a school bus are under the authority of, and responsible to, the bus driver and the driver is responsible for the orderly conduct of the students while they are on the bus or being escorted across a street, highway, or road.

Being transported in a school bus is a privilege, not a right. Students may only ride their assigned bus and will be required to show their Student ID for admittance on the bus. The bus driver is authorized to assign seats and to issue bus tickets at

their discretion. To prevent a bus ticket or a bus suspension, student must follow these basic rules:

1. Observe the same rules of conduct as in the classroom
2. Cooperate with the bus driver
3. Be courteous, do not use profanity
4. Keep the bus clean, do not litter
5. Do not be destructive
6. Remain seated while the bus is in motion
7. Keep all body parts inside the bus
8. Do not eat, drink, or smoke on the bus

The following consequences will be given based on the number of bus tickets issued/received:

# of Tickets	Consequence
1	Warning and after school detention
2	5-day bus suspension
3	Privilege revoked for the remainder of the semester and the following semester

Public Transportation

The Riverside Transit Agency (RTA) provides some fixed route services in and around the PUHSD area. Students and parents can view the current fixed route bus stops and time schedules on the [RTA](#) website. Information on reduced youth fares for students is also provided on the website.

Animals/Pets

Other than service animals for students with disabilities and animals used for instructional purposes by teachers, pets and other animals (even on a leash) are prohibited from being on school transportation and on school property during, before, or after school hours. This is necessary to ensure the health, safety and welfare of all students and staff.

After School Hours

Students are required to leave the school campus immediately after school is dismissed, unless they are attending a school-sponsored class or event. Students are also not to be on any other school campus, unless they are participating in a school-related or school-sponsored activity. Students found on school campuses in which they are not enrolled, during or after school hours, without proper permission, may be cited for trespassing.

PARENT/COMMUNITY ENGAGEMENT

Civility Policy

Civility impacts the effective operation of the District and its schools, including its role in creating a safe and positive school climate and enabling a focus on student well-being, learning, and achievement. The District expects that each person is

treated with dignity and respect in their interactions within the school community.

Although the First Amendment provides strong protection for speech, all speech and expression will comport with norms of civil behavior on district grounds, in district facilities, during district activities or events, and in the use of district electronic/digital systems and platforms.

Civil Behavior

Civil behavior is polite, courteous, and reasonable behavior that is respectful to others and includes integrity, honesty, acceptance, timeliness, dependability, observance of laws and rules, and effective communication.

District staff, including members of the Board of Trustees, will model civil behavior as an example of behavior that is expected throughout the District. Practices that promote civil behavior include, but are not limited to:

1. Actively listening, giving full attention to the speaker, and refraining from interruptions
2. Welcoming and encouraging participation, input, and feedback through engagement of educational partners
3. Promptly responding to concerns, and embracing varying and diverse viewpoints.

Uncivil Conduct

Students, staff, parents, and community members must not:

1. Exhibit behavior that interferes or threatens to interfere with the operation of a classroom, district-related or district-sponsored event or activity (whether on or off district property), an employee's office, and all areas of a school or district facility.
2. Use loud and/or offensive or demeaning language, swear, curse, or use profanity, or display disruptive temper.
3. Incite others to taunt, jeer, or threaten an individual.
4. Repeatedly interrupt another individual who is speaking at an appropriate time and place.
5. Use personal epithets or gesturing in a manner that puts another in fear for their personal safety.
6. Invade the personal space of an individual after being directed to move away.
7. Physically block an individual's exit from a room or location.
8. Remain in a classroom or school area after a teacher, administrator, or school employee has directed them to leave.
9. Threaten to do bodily or physical harm to a student, parent, teacher, school administrator, or other school employee, regardless of whether or not the behavior constitutes or may constitute a criminal violation.
10. Send abusive, threatening, demeaning, or obscene mail, email, or voice mail messages.
11. Threaten the health and safety of students or school employees.
12. Damage or destroy school or personal property.

13. Exhibit any other behavior that disrupts the orderly operation of the school, classrooms, or any other district facility.

The Superintendent or designee may respond to disruptive, violent, or threatening behavior in accordance with law and as specified in BP/AR 3515.2 — Disruptions. Behavior by students or staff that is discriminatory, harassing, or intimidating, including sexual harassment, bullying, and/or hate violence or behavior that is in any other way unlawful, is prohibited, and is subject to discipline in accordance with law and as specified in district policy and regulations.

Students 18 Years of Age or Older

When a student turns 18 years of age, all rights granted to, and consent required of, parents transfer from the parents to the student. As the holder of educational rights, the student has the authority and responsibility of, for example, verifying absences, signing out of school early, opting out of programs and activities, and consenting to assessments and/or services.

Parents who still claim their 18-year-old student as a dependent for tax purposes may continue to access their student's educational records, such as grades and attendance. All other parents will need to obtain their student's consent in order to access any education records.

Parent/Family Engagement Policy

Please see the last page in the PUHSD Student/Parent Handbook 26-27. See below

Home-to-School Communication

Two-way communication between the home and school is critical to student success. Parents may communicate with staff by phone, via email, or in person by appointment. The following are the different ways in which parents will receive or can access information.

AERIES Parent Portal



ParentSquare

PUHSD uses ParentSquare, which streamlines school-family interactions with a single platform for secure, efficient messaging. ParentSquare:

- Supports emails, texts, and app notifications to keep parents informed in their preferred format.
- Enables direct parent-teacher communication.
- Allows mass announcements for district and school updates.
- Offers absence notifications, lunch balance alerts, and permission slip management to simplify family involvement.
- Ensures working parents and diverse families stay connected, boosting student outcomes through the mobile app and customizable settings.

School Website

Each school's website provides the latest information regarding school events and programs, important information, frequently used forms, and protocols and procedures.

Shadow Day Experience

Parents have the right to observe the classroom(s) in which their student is enrolled or for the purpose of selecting the school in which their student will be enrolled. Arrangements for classroom observations (or Shadow Day Experience) must be made with administration at least 24 hours in advance — no unannounced visits will be permitted. Once approved, administration will notify the student's counselor and teachers.

The Shadow Day Experience is an opportunity for parents to see and experience the programs and services in which their student is participating. Administration is responsible to ensure that reasonable accommodations are provided to parents, and at the same time, prevent undue interference with instruction, harassment of students and/or staff, conduct that hinders school or district operations, or conduct that creates a hostile, intimidating, or unsafe learning or working environment.

1. The Shadow Experience must begin with registering in the main office as a visitor through the Raptor system and checking in with an administrator.
 - All visitors must be at least 18 years old and listed in Infinite Campus.
 - A state-issued ID is required for registration.
 - Raptor will issue a badge to identify the visitor; the badge must be visibly displayed at all times while on campus.
2. While on campus and in the classroom:
 - Silence cell phones and other electronic devices so that they are not a distraction in the classroom.
 - Do not use any electronic listening or recording device in the classroom without the prior consent of the teacher and the principal as it disrupts and impairs the teaching process and discipline in schools.
 - Do not interact with any student (including the student who is being shadowed) or the teacher unless the interaction is initiated by the teacher.
 - Observe class activities — do not participate in them.

- Do not turn the visit into a parent-teacher conference. A follow-up meeting with the teacher and/or principal may be scheduled to address any questions or concerns.
3. At the conclusion of the Shadow Day Experience:
- Return to the main office and sign out.
 - Schedule a follow-up meeting, as needed.

Uniform Complaint Procedures

The Perris Union High School District has the primary responsibility to ensure compliance with applicable state and federal laws and regulations, including those related to unlawful discrimination, harassment, intimidation, or bullying against any protected group, and all programs and activities that are subject to the Uniform Complaint Procedures (UCP). The UCP is used to investigate and resolve complaints regarding the following programs and activities, some of which are described in this document:

1. Accommodations for pregnant and parenting students
2. Adult education programs
3. After School Education and Safety programs
4. Agricultural career technical education
5. Career technical and technical education and career technical and technical training programs
6. Childcare and development programs
7. Compensatory education
8. Consolidated categorical aid programs
9. Course periods without educational content
10. Discrimination, harassment, intimidation, or bullying against any protected group as identified under EC 200 and 220 and GC 11135, including any actual or perceived characteristic as set forth in PC 422.55, or on the basis of a person's association with a person or group with one or more of these actual or perceived characteristics, in any program or activity conducted by an educational institution, as defined in EC 210.3, that is funded directly by, or that receives or benefits from, any state financial assistance
11. Educational and graduation requirements for students in foster care, students who are homeless, students from military families, students formerly in Juvenile Court now enrolled in a school district, students who are migratory, and newcomer students
12. Every Student Succeeds Act
13. Instructional materials and curriculum: diversity
14. Local control and accountability plan
15. Migrant education
16. Physical education instructional minutes
17. Reasonable accommodations to a lactating student
18. Regional occupational centers and programs
19. School athletic team names, mascots, or nicknames
20. School plans for student achievement
21. School site councils
22. State preschool
23. State preschool health and safety issues in license-exempt programs
24. Student fees

25. Any complaint alleging retaliation against a complainant or other participant in the complaint process or anyone who has acted to uncover or report a violation subject to this policy
26. Any other state or federal educational program the State Superintendent of Public Instruction or designee deems appropriate

These uniform procedures require the complainant to submit a written complaint no later than one year from the date the alleged violation occurred to Human Resources, 155 E. 4th Street, Perris, CA, 92570. In the case of a complaint alleging unlawful discrimination, harassment, intimidation, or bullying, a UCP complaint must be filed no later than six months from the date of the alleged conduct or the date the complainant first obtained knowledge of the facts of the alleged conduct. A student enrolled in a public school must not be required to pay a fee for participation in an educational activity that constitutes an integral fundamental part of the District's educational program, including curricular and extracurricular activities. A complaint regarding student fees or the LCAP may be filed anonymously if the complainant provides evidence or information leading to evidence to support the complaint.

The appropriate compliance officer, who is knowledgeable about the laws and programs subject to the complaint, will coordinate an investigation and send to the complainant the investigation report within 60 calendar days of receipt of the written complaint, unless the complainant agrees in writing to extend the timeline. If the District finds merit in a complaint, the District will provide a remedy to all affected students and parents.

A complainant may appeal the District's investigation report to the California Department of Education (CDE) by filing a written appeal within 30 calendar days after receiving the District's decision. The CDE may directly intervene in the complaint without waiting for action by the District when one of the conditions listed in 5 CCR 4650 exists, including cases in which the District has not taken action within 60 calendar days of the date the complaint was filed. A complainant may also pursue civil law remedies, including, but not limited to, injunctions, restraining orders, or other remedies or orders that may be available under state or federal discrimination, harassment, intimidation or bullying laws. Additional information can be obtained from the CDE webpage at <https://www.cde.ca.gov/re/cp/uc/>.

The District's UCP policy and regulations are posted in all schools and offices, including staff lounges and student government meeting rooms. Written notification of the District's UCP is provided annually to students and their parents, employees, district and school advisory committee members, appropriate private school officials, and other interested parties.

The District also posts the standardized notice of the educational rights of foster youth, homeless students, students formerly in Juvenile Court students now enrolled in the District, children of military families, students who are migratory, and

newcomer students, as specified in EC 48853, 48853.5, 49069.5, 51225.1, and 51225.2, and the complaint process on its website.

Visit [Complaints and Procedures](#) to obtain a copy of the complaint form and review additional UCP-related information. Copies of the UCP process are available free of charge. The

following personnel has been designated as the primary compliance officer to receive and investigate complaints and to ensure District compliance with law: Assistant Superintendent of Human Resources at (951) 943-6369 Ext. 80302.

Perris Union High School District

PARENT-STUDENT COMPACT

The Perris Union High School District and the parents/guardians of students participating in Title I, Part A programs agree that this compact outlines how the school, parents/guardians, and students will share responsibility for improved academic achievement. It also describes how the school and families will partner to help students meet or exceed California's challenging academic standards.

School Responsibilities

The school will:

- Provide **high-quality curriculum and instruction** in a supportive and effective learning environment that enables students to meet state academic standards.
- Offer standards-based programs designed to ensure access and equity for all students, including English Learners, students with disabilities, and students experiencing homelessness or foster care.
- Implement interventions and academic supports to address individual student needs.
- Maintain a safe, respectful, and inclusive learning environment.
- Engage families in school decision-making and leadership opportunities through School Site Council, ELAC, and parent advisory groups.
- Provide meaningful, **two-way communication** in families' home language, including:
 - Regular updates on student progress through report cards, progress reports, and parent portals.
 - Annual Title I parent meetings and parent-teacher conferences to review student achievement and the compact.
 - Opportunities to observe classrooms, volunteer, or participate in school events and decision-making.

Parent/Guardian Responsibilities

We, as parents/guardians, will support our student's learning by:

- Ensuring regular school attendance and punctuality.
- Monitoring academic progress and school communication.
- Communicating with teachers and staff to stay informed of student performance.
- Participating, as appropriate, in decisions relating to our child's education.
- Supporting learning at home through positive study habits, routines, and limited screen time.
- Engaging in school activities, meetings, and advisory groups when possible.

Student Responsibilities

I, as a student, will take responsibility for my learning by:

- Attending school every day, on time, and prepared to learn.
- Completing all assignments and homework to the best of my ability.
- Seeking help when I need it and using available academic supports.
- Showing respect for myself, my peers, and school staff.
- Following school rules and demonstrating positive behavior.

The school will distribute the Compact annually to all parents and family members of students participating in the Title I, Part A program on, or before the students first full day of school as part of our online registration process.