

Student Name:	Student ID:	Date of Birth:	Grade:
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# Santa Ana Unified School District

## STUDENT CONDUCT ATTENDANCE AND DISCIPLINE POLICY

Bring this form (signed) to registration

### Discipline Policy

Santa Ana Unified School District's (SAUSD) Board Policy states that every student, pre-school through adult, has the right to be educated in a safe, respectful, and welcoming environment. Every educator has the right to teach in an atmosphere free from disruption and obstacles that impede learning. This is achieved through the adoption and implementation of a consistent school-wide positive behavior support and discipline plan which includes: teaching school rules and social-emotional skills; reinforcing appropriate student behavior; using effective classroom management and positive behavior support strategies by providing early intervention for misconduct and appropriate use of consequences.

### Suspension and Expulsion

California Education Code Section 48925 (d) defines suspension as removal of a pupil from ongoing instruction for adjustment purposes. A student may be suspended for no more than five (5) consecutive school days. California Education Code Section 48925 (b) defines expulsion as the removal of a pupil from (1) the immediate supervision and control, or (2) the general supervision of school personnel. In SAUSD, the Support Services Department is charged with ensuring that students recommended for expulsion are afforded a fair and impartial hearing and all due process rights. The length of an expulsion may be for the balance of the semester in which the Board expels; for the balance of the semester plus the following school semester; or for one calendar year, depending on the violation and/or the student's social adjustment background.

Jurisdiction to issue suspensions or expulsions extends to misconduct related to school activity or attendance that occur at any time, including, but not limited to:

- While on school grounds;
- While going to or coming from school;
- During the lunch period, whether on or off the campus;
- During, or while going to, or coming from, a school-sponsored event;
- While riding on the school bus

### Grounds for Suspension and Expulsion

- (a) (1) Caused, attempted to cause, or threatened to cause physical injury to another person;
- (a) (2) Willfully used force or violence upon the person of another, except in self-defense;
- (b) Possessed, sold, or otherwise furnished any firearm, knife, explosive, or other dangerous object
- (c) Unlawfully possessed, used, sold, or otherwise furnished, or been under the influence of any controlled substance
- (d) Unlawfully offered, arranged, or negotiated to sell any controlled substance and then either sold, delivered, or otherwise furnished to any person another liquid, substance, or material and represented the liquid, substance, or material as a controlled substance, alcoholic beverage, or intoxicant;
- (e) Committed or attempted to commit robbery or extortion;
- (f) Caused or attempted to cause damage to school property or private property;
- (g) Stolen or attempted to steal school property or private property;
- (h) Possessed or used tobacco, or any products containing tobacco or nicotine products, including, but not limited to, cigarettes, cigars, miniature cigars, clove cigarettes, smokeless tobacco, snuff, chew packets, and betel. However, this section does not prohibit use or possession by a pupil of his or her own prescription products;
- (i) Committed an obscene act or engaged in habitual profanity or vulgarity;
- (j) Unlawfully possessed or unlawfully offered, arranged, or negotiated to sell any drug paraphernalia
- (k) (1) Disrupted school activities (suspension only, grades 9-12);
- (l) Knowingly received stolen school property or private property;
- (m) Possessed an imitation firearm;
- (n) Committed or attempted to commit a sexual assault or committed a sexual battery;
- (o) Harassed, threatened, or intimidated a pupil who is a complaining witness or a witness in a school disciplinary proceeding for the purpose of either preventing that pupil from being a witness or retaliating against that pupil for being a witness, or both;

- (p) Unlawfully offered, arranged to sell, negotiated to sell, or sold the prescription drug Soma;
- (q) Engaged in, or attempted to engage in, hazing;
- (r) Engaged in an act of bullying, including, but not limited to, bullying committed by means of an electronic act directed specifically toward a pupil or group of pupils;
- (s) Aided or abetted the infliction or attempted infliction of physical injury to another person
- (t) Committed sexual harassment (grades 4 - 12).
- (u) Caused, attempted to cause, threatened to cause, or participated in an act of hate violence (grades 4 -12).
- (v) Intentionally engaged in harassment, threats, or intimidation, directed against school district personnel or pupils (grades 4 - 12).
- (w) Made terroristic threats against school officials or school property, or both.

### Circumstances for Recommending Expulsion

The principal or the superintendent of schools shall recommend the expulsion of a student for any of the following acts, unless the principal or the superintendent of schools determines that expulsion should not be recommended under the circumstances or that an alternative means of correction would address the conduct:

- (a) Causing serious physical injury to another person, except in self-defense;
- (b) Possession of any knife or other dangerous object of no reasonable use to the student;
- (c) Unlawful possession of any controlled substance, except for either of the following:
  - i. The first offense for the possession of not more than one ounce of marijuana, other than concentrated cannabis;
  - ii. The possession of over-the-counter medication for use by the student for medical purposes or medication prescribed for the student by a physician;
- (d) Robbery or extortion;
- (e) Assault or battery upon any school employee.

The principal or superintendent of schools shall immediately suspend and shall recommend expulsion of a student that he or she determines has committed any of the following acts at school or at a school activity off school grounds:

- (a) Possessing, selling, or furnishing a firearm;
- (b) Brandishing a knife at another person;
- (c) Unlawfully selling a controlled substance;
- (d) Committing or attempting to commit a sexual assault or committing a sexual battery;
- (e) Possession of an explosive.

## CONDUCT WHILE AT SCHOOL

The Education Code and the California Administrative Code set forth duties of pupils concerning their attendance in the public school. As a matter of law, the admittance to and the continued attendance in a public school is a privilege and duty dependent upon compliance with the laws of the State of California, the Rules and Regulations of the State Board of Education and the Rules and Regulations of the Board of Trustees. The pupil's duties are set forth in the following:

### STUDENT CODE OF BEHAVIOR.

As a student in the Santa Ana Unified School District, I realize that I have the responsibility to exercise self-discipline so that a good learning environment can be maintained and the rights of all individuals are respected.

I understand that I shall be held responsible for understanding and complying with the **STUDENT CODE OF BEHAVIOR**. I also understand that, should I violate any part of this code, I will be subject to disciplinary action, which can include suspension and/or expulsion. I further understand and agree that I will:

- 1.0 Demonstrate acceptable behavior in the classroom, on the school grounds and on the way to and from school.
- 2.0 Follow all directions of the classroom teacher and other school staff, obey the rules and regulations of each classroom, and avoid disturbing others.
- 3.0 Comply with the school dress code.
- 4.0 Make every possible effort to complete work assigned, make up work missed due to absences, and complete the required course of study. Attend class on time and every day unless ill or with a valid excuse.
- 5.0 At no time, make any threat to commit, attempt to commit, or commit
- 6.0 any physical violence against school personnel or other students.  
At no time deface damage, destroy, steal, or litter school district property or the property of other persons.
- 7.0 At no time use profane or vulgar language or make obscene or suggestive gestures.  
At no time, loiter on or near school grounds.
- 9.0 At no time use, possess, or distribute tobacco, any controlled substance (including marijuana), narcotics, alcohol or intoxicants,
- 10.0 weapons, or other contraband on a school campus or at times when I am under the jurisdiction of the school.  
At no time possess or distribute "look-alike" drug substances or drug paraphernalia.
- 11.0 At no time, participate in any form of "hazing."
- 12.0 At no time, bring any form of radio, tape player or recorder, or
- 13.0 electronic telephone beeper onto the campus.

## CONDUCT AT ATHLETIC GAMES AND SCHOOL-SPONSORED ACTIVITIES

All students are reminded that school-sponsored activities, (athletic games, dances, field trips, etc.) whether at school or off campus, and regardless of time, are under the jurisdiction of the school. All those attending such functions will be expected to follow all school regulations governing proper school conduct which prohibits smoking or drinking. Violation of school regulations will result in disciplinary action.

## ATTENDANCE IS IMPORTANT

### Regular school attendance is important, because:

1. It contributes toward high achievement and good grades. Other than the parent, the most influential person in reducing absenteeism is the classroom teacher. Working cooperatively, the parent and teacher can positively influence student attendance, behavior and achievement.
2. IT IS THE PARENTS' RESPONSIBILITY TO CALL THE SCHOOL TO CHECK ON THEIR STUDENT'S ATTENDANCE.

### The following reasons constitute valid excuse for absence:

- 1) Pupil illness
- 2) Quarantine
- 3) Medical, dental, optometrist, chiropractic appointments.
- 4) Funeral services of member of pupil's immediate family.
- 5) Jury duty

## EXTENDED ABSENCES

Parents or Guardians must call the Attendance Office to report any extended absences for any reason. An extended absence is defined as MORE THAN THREE (3) DAYS.

## SARB

School Attendance Review Board (SARB) diverts students with school attendance or school behavior problems from the juvenile justice system by providing guidance and coordinated community services to meet their special needs. A District SARB is made up of representatives from the district and various youth serving agencies who help a truant or insubordinate student and the student's parent(s) / guardian(s) solve problems by using community resources. If the SARB determines available community services cannot correct attendance and behavior problems, the parent will be referred to Truancy Response Program with the juvenile justice system.

SARBs guarantee students with truancy or school behavior problems a SARB hearing and review, and provide that available school and community resources be exhausted before the student is referred to juvenile court. (Ed. Code, § 48320.)

### PLEASE SIGN AND RETURN .

We have read and discussed the attendance and student conduct rules, as well as the provisions for suspension and expulsion.

\_\_\_\_\_  
Signature of Student

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Parent/Guardian

\_\_\_\_\_  
Date