

POLICY SUMMARIES

Handy Reference Sheet

ADMINISTRATION OF MEDICATIONS

1. Acetaminophen may be given at school only with documented parent or guardian permission in writing or by telephone.
2. The "AUTHORIZATION OF STUDENT MEDICATION" form must be completed and signed before medication can be administered.
3. The parent/guardian must bring the medication to the school and take home any remaining medication at the end of the school year.

TARDY POLICY

1. Tardy means going to class after the tardy bell has rung.
2. Tardiness is considered a disciplinary issue as well as an attendance issue.
3. For each tardy, students will be asked to serve a thirty minute detention. Parents will be notified by phone (when possible) and students will be notified in writing.
4. Students who do not serve detention will be placed on an ineligible list and will be unable to attend school activities until the detentions are served.

DRESS STANDARDS

1. No unnatural looking hair color.
2. Boys will be clean shaven. (Well-trimmed mustache may be worn.)
3. Clothing shall be modest (shoulders, midribs and backs covered). No short shorts, biking shorts, tank tops, halter or crop tops, or extremely short skirts or dresses. No see-through tops or low neck lines. No pajamas or slippers.
4. No clothing with gang associated insignia or illegal substance words or pictures etc.
5. No hats, caps, bandanas or other head coverings.
6. Earrings may be worn in the ears only. No other body piercing is permitted.

ATTENDANCE POLICY

1. Students are required to attend each class, on time, every school day, unless excused.
2. Absences may be excused for the following reasons:
 - ▶ illness
 - ▶ medical/dental/orthodontic appts.
 - ▶ family emergencies
 - ▶ death of family member or close friend
 - ▶ family activity (must be pre-approved if more than 2 days)
 - ▶ student travel (must be pre-approved if more than 2 days)
3. Please call the school or send a note within two days following the absence.