

# Rocklin Alternative Education Center

*Home of Rocklin Alternative Education and Victory High School*

Skott Hutton, Principal      Lil Dale, Counselor

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## Acknowledgement of School Policies

For the safety and well-being of all students, we have established a series of policies and code-of-conduct procedures defined in the Victory High Student Handbook, to which all students attending VHS must adhere to.

For your benefit, the following is a summary of the key policies and procedures. Please initial after each section, indicating that you have read and understand the policy.

### Cell Phones

An overwhelming amount of evidence suggests that many of the social-emotional issues our young adults are challenged with are the direct result of the overuse of social media. Consistent with our Mission Statement, school-wide goals, and to maintain an environment that promotes both academic achievement and authentic human connections, cell phones may not be used while in class.

- Cell phones must be put away and turned off during class unless directed by a teacher or supervising staff member.
- Students who inappropriately use their cell phone may have their phone confiscated by school personnel and assigned discipline. Confiscated cell phones will be held in the principal's office and available for student or parent pickup (depending on the circumstances) at the end of the day.
- Parents, if you need to reach your student during the day, please contact the office and a school representative will relay a message.
- Students must leave their cell phone with their respective teacher in order to receive a Hall Pass
- Cell phones may be used during Nutrition Break, lunch and during transition between classes.

Parent Initials: \_\_\_\_\_ Student Initials: \_\_\_\_\_

### Credits Earned

Victory High is a Time on Task School. On a quarterly basis, if passing, period credit is calculated at 1/12 credit per day, multiplied by the number of days of attendance and participation in class (e.g., .25 credits is earned for every 3 days of attendance participation). All tardies, excused/unexcused absences, non-participation days adversely impact credits earned. Three (3) tardies results in the subtraction of one attendance day.

Parent Initials: \_\_\_\_\_ Student Initials: \_\_\_\_\_

### Closed Campus

Similar to Rocklin and Whitney, Victory High School is a closed campus. This means that at no time may any student exit campus without permission.

- Leaving without permission, for any reason, will be deemed a "cut". Student who "cut" will lose credit the equivalent of one days credit (1/12).
- If you must check your child out for an appointment or illness, you must come to the administration office to sign them out. **Phone call excusals are not permitted.**
- Lunch Delivery ~ to maximize teaching time and minimize disruption, parents; if you are bringing lunch to your child, it must be delivered to the administration office no later than 12:10 PM as food is not permitted in the classroom following the lunch period. A representative from the office will then notify your child that their lunch has arrived. Please do not deliver lunch directly to your child.

Parent Initials: \_\_\_\_\_ Student Initials: \_\_\_\_\_

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## **Code-of-Conduct**

All students will always conduct themselves in a respectful manner while on the Rocklin Alternative Education Center campus. Code-of-conduct policies are identified in the Student Handbook but if you have questions about a particular conduct, please don't hesitate to ask. Failure to adhere to these policies may result in one or more consequences as outlined in the Student Handbook.

Parent Initials: \_\_\_\_\_ Student Initials: \_\_\_\_\_

## **Acknowledgement**

My student and I have read the Victory High School Student Handbook (available on the website and as part of the Data Confirmation Process) as well as the key school policies summarized above, and fully understand them. We understand that my child's attendance is adversely affected for any behavior that includes but is not limited to: disrespect, defiance, repeated violation of school policies, or disruption of the learning environment.

Parent Signature: \_\_\_\_\_ Student Signature: \_\_\_\_\_  
Date: \_\_\_\_\_ Date: \_\_\_\_\_