



2023 - 2024

Parent/Student Handbook

1010 Wheatland Road, Wheatland, California 95692

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Wheatland Union High School

HOME OF THE PIRATES



Administration

Superintendent	Nicole Newman
Principal	Schandia Edwards
Assistant Principal	Brandon Moore
Assistant Principal	Wendy Simpson
Executive Dir. of Special Programs	Lauren Link
Student Administrative Manager	Andy Fatten

Edward P. Duplex Continuation High School

Principal	Schandia Edwards
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Wheatland Community Day School

Principal	Brandon Moore
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Mission Statement
Together, Building a Foundation for LIFE.



Honor the Code

Courteous

Organized

Dedicated

Empathetic

Vision statement

Wheatland Union High School sets high standards for both students and staff using a collaborative system of support. We believe every student can obtain academic excellence. Students are given the tools necessary to enhance their work ethic, develop life skills, and utilize today's technology to create college and career connections that have...Real World Relevance!



ATTENDANCE

Attendance is a critical factor in school success for students. Studies have shown that consistent school attendance, academic success, and school completion have a positive correlation. The educational process requires continuity of instruction and students need to experience classroom discussions, debate, and independent study to increase achievement. The purpose of Wheatland Union High School District's Attendance policy is to ensure the maintenance of an adequate record of verifying the attendance of all children during days of instruction and to establish a mechanism by which the patterns of pupil absence can be examined to develop effective intervention strategies. This procedure will permit each school to know the whereabouts of every student for safety and school management reasons and will help students succeed at meeting the California State learning standards.

Maximum Absence Rule

One of the goals of WUHS is to prepare our students for a productive adult life. As we all know, a vital part of adult life is holding down a job. Employers often say that the first step to keeping a job is BEING THERE and being there ON TIME! Our attendance rules are designed to help students develop these skills.

Students are not allowed to miss more than four (4) days in one quarter. Students in which excused AND unexcused ALL-DAY absences reach five (5 or more) in a quarter, will need to attend Weekend Detention. Weekend Detention is offered approximately one Saturday per month.

Students need to maintain this attendance rate in order to participate in school activities such as athletics, activities, and graduation. 80% attendance rate must be maintained to participate in extracurricular activities.

Skip School

There is no school sanctioned senior skip day or any type of skip day. All absences that do not fall under Education Code as an excused absence will be marked unexcused.

Absences

Wheatland Union High School is working to improve our students' attendance and the process we use to verify absences. Your attendance is very important to us. If you are not here, you cannot participate in the learning activities of the day. There is also a financial impact of students being absent. Each day a student is not in attendance, a school loses money regardless of the reason or purpose of the absence. Money is vital to keeping our programs such as academic support, elective programs and athletics strong. **We highly recommend that every student attend a portion of every school day.** If an absence is unavoidable, the following steps should be taken. These steps apply to every absence, excused or unexcused, all day, or partial day:

1. When a student is absent a parent or guardian must call the office on the morning of the absence, giving the reason for the absence.
2. When the student returns to school, they need to pick up a re-admit slip in the Attendance Office. If a parent or guardian did not call the school, the student needs to bring a written note.

If an absence is **NOT** cleared within two (2) days of a student returning to school, the absence will turn into a cut or truancy. Vacations, shopping trips, or any absence other than illness or religious reasons; are technically unexcused absences as identified in the California Education Code.

Method of Verification

When students who have been absent return to school, they must present a satisfactory explanation verifying the reason for the absence. The following methods may be used to verify student absences:

1. Written note from parent/guardian, parent representative, or student if 18 or older, if letter on file in the Attendance office. (Education Code 46012)
2. Conversation, in person or by telephone, between the verifying employee and the student's parent/guardian. The employee shall subsequently record the following:
 - a. Name of student
 - b. Name of parent/guardian or parent representative
 - c. Name of verifying employee
 - d. Date or dates of absence
 - e. Reason for absence
3. Visit to the student's home by the verifying employee, or any other reasonable method which establishes the fact that the student was absent for the reasons stated. A written recording shall be made, including information outlined above.
4. Physician's verification:
 - a. When excusing students for confidential medical services or verifying such appointments, district staff shall not ask the purpose of such appointments but may contact a medical office to confirm the time of the appointment.
 - b. When a student has had 10 absences in the school year for illness verified by methods listed in #1 - #3 above, any further absences for illness must be verified by a physician.

Excused Absences (Students)

A student's absence shall be excused for the following reasons:

1. Personal illness (Education Code 48205)
2. Quarantine under the direction of a county or city health officer (Education Code 48205)
3. Medical, dental, optometric, or chiropractic appointments (Education Code 48205)
4. Attendance at funeral services for a member of the immediate family (Education Code 48205)
 - a. Excused absence in this instance shall be limited to one day if the service is conducted in California or three days if the service is conducted out of state. (Education Code 48205)
 - b. "Immediate family" shall be defined as mother, father, grandmother, grandfather, spouse, son/son-in-law, daughter/daughter-in-law, brother, sister, or any relative living in the student's immediate household. (Education Code 45194, 48205)
5. Jury duty in the manner provided by law (Education Code 48205)

6. Participation in religious instruction or exercise in accordance with district policy.

- a. In such instances, the student shall attend at least the minimum school day. (Education Code 46014)
- b. The student shall be excused for this purpose on no more than four school days per month. (Education Code 46014)

In addition, a student's absence shall be excused for justifiable personal reasons. Advance written request by the parent/guardian and approval of the principal or designee shall be required for absences for: (Education Code 48205)

1. Appearance in court
2. Attendance at a funeral service – immediate family funeral
3. Observation of a holiday or ceremony of his/her religion
4. Attendance at religious retreats for no more than four hours during a semester
5. Employment interview or conference

In addition, if a student is the custodial parent of a child, his/her absence shall be excused when the child is ill or has a medical appointment during school hours. (Education Code 48205)

All other absences are considered unexcused and will be identified as unexcused or truant. If a student will be absent due to a planned vacation, students must notify the principal five days prior to their absence and will be placed on short term independent study. All work will be given to the student prior to their absence and will be due upon return.

Truancy

1. Students shall be classified as truant if absent from school without a valid excuse three full days in one school year, or tardy or absent for more than any 30-minute period during the school day without a valid excuse on three occasions in one school year, or any combination thereof. Such students shall be reported to the Superintendent or designee. (Education Code 48260)

The parent/guardian of a student classified as a truant shall be notified of the following: (Education Code 48260.5)

- a. The student is truant.
- b. The parent/guardian is obligated to compel the student to attend school.
- c. The parent/guardian who fails to meet this obligation may be guilty of an infraction of the law and subject to prosecution pursuant to Education Code 48290-48296.
- d. The parent/guardian has the right to meet with appropriate school personnel to discuss solutions to the student's truancy.
- e. Alternative educational programs are available in the district and the School Attendance Review Board (SARB) may make an involuntary transfer of a student if deemed appropriate by the SARB.
- f. The student may be subject to arrest by a probation officer, a peace officer, a school administrator, an attendance supervisor, or his/her designee under Education Code 48264 if found away from home and absent from school without a valid excuse.
- g. The student may be subject to suspension, restriction, or delay of his/her

driving privilege pursuant to Vehicle Code 13202.7.

- h. It is recommended that the parent/guardian accompany the student to school and attend classes with the student for one day.
2. Upon his/her first truancy, a student may be given a written warning by a peace officer. A record of this warning may be kept at school for at least two years or until the student graduates or transfers from the school. If the student transfers, the record may be forwarded to the new school. (cf.5125 - Student Records)
3. Upon his/her second truancy within the same school year, a student may be assigned to an after-school or weekend study program within the county. If the student fails to successfully complete this study program, he/she shall be subject to item #5 below.
4. Upon his/her third truancy within the same school year, a student may be referred to, and required to attend, an attendance review board, a truancy mediation program established by the district attorney or the probation officer, or a comparable program deemed acceptable by the Superintendent or designee. If the student does not successfully complete the truancy mediation program or other similar program, he/she shall be subject to item #6 below.
5. Upon his/her fourth truancy within the same school year, the student shall be classified a habitual truant as defined in Education Code 48262. (Education Code 48264.5) A habitual truant may be referred to a school attendance review board or to the probation department. (Education Code 48263)

When a student is referred to a school attendance review board or to the probation department, the Superintendent or designee shall provide the student and parent/guardian, in writing, the name and address of the school attendance review board or probation department and the reason for the referral. This notice shall indicate that the student and parent/guardian will be required, along with a district staff member, to meet with the school attendance review board or probation officer to consider a proper disposition of the referral. (Education Code 48263)

6. If a student in grades 7-12 has been judged by the county juvenile court to be a habitual truant or habitually insubordinate or disorderly at school, or if a student has been required by the court to attend school as a condition of probation, the district shall inform the juvenile court and the student's probation or parole officer, within 10 days, whenever that student is insubordinate, disorderly at school, or truant or tardy without a valid excuse. (Education Code 48267)

The Superintendent or designee shall gather and transmit to the County Superintendent of Schools the number of referrals and types of referrals made to the school attendance review board and the number of requests for petitions made to the juvenile court. (Education Code 48273)

Tardiness

After the class bell rings, any student not present, seated, and ready to work or follow instructions will be counted tardy. A tardy becomes an unexcused absence after 30 minutes. Any student who accumulates five cumulative tardies will be issued a referral for disciplinary action to be served on a specified date.

There is no such thing as an “excused” tardy. Tardiness **will not be excused for oversleeping, missing the bus, working on schoolwork, or other reasons deemed inappropriate by the principal.** Students held over by a teacher in the prior class who bring a note from that teacher, or students who are held in the office by the principal or counselor will not be considered tardy to their next class. Students who are habitually tardy may be subject to more severe disciplinary action.

Leaving Campus

Students **must** get an early dismissal from the office prior to leaving campus. (This rule applies even when the student is being picked-up by their parent/guardian.) **If a student leaves campus without an early dismissal, it will be considered a cut absence.**

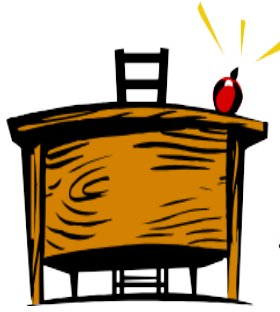
Delivering Messages or Personal Items

Since it is our desire to maintain a learning environment that is uninterrupted, the Attendance Office will not deliver items or messages to students in non-emergency situations. Students are responsible for bringing everything they need at the start of the school day. This includes homework assignments, study materials, uniforms, athletic equipment, and lunches. We do not relay phone messages to students except in the case of an emergency. Please remind students of doctor and other appointments and transportation arrangements before the student leaves home in the morning. We appreciate your understanding that instructional time should not be interrupted.

Students with Less than 7 periods

Students **must** leave campus if they are not assigned to a class and have less than 7 periods. A student may return for sports after the school day has ended.

Senior Attendance Requirement



An attendance rule for all 12th graders will be implemented beginning August 14, 2023. All seniors must meet the minimum period threshold of 92% attendance for the current year enrolled to participate in graduation ceremonies. Both excused and unexcused absences as well as tardies factor into this minimum period attendance percentage. Absences due to school-sponsored trips and/or activities and college placement exams do not factor toward the 92% attendance requirement. Student visits to an accepted college campus must be approved by administration to not factor toward the attendance requirement. Verified school activities such as FFA events, athletic events, administrator discretion, etc. do not factor in as well. The 92% attendance rate for a 180-day school year means that seniors must not miss more than the equivalent of **14.4 school days** which is equal to 100 class periods to be eligible to participate in graduation ceremonies. Two total tardies will count as one period absence, meaning that 14 tardies is the equivalent of one full school day.

Students who have missed days during the year will be allowed to make up missed days during Weekend Detention. Weekend Detention will be offered throughout the 23/24 school year from 8:00am-12:15pm. One day of Weekend Detention is the equivalent to one school day.

Seniors who are deemed ineligible to participate in graduation ceremonies may appeal the decision in writing. The appeal must be submitted to the Principal/Superintendent. The appeal procedure will be as follows:

1. A panel that includes two teachers, one classified staff member, and one counselor.
2. The Principal/Superintendent (or designee) shall serve as the committee chair and will have the fifth vote.
3. The Assistant Principal (or designee) shall present an overview of the case to the committee but will not be a voting member.
4. One of the two teachers shall be appointed by the student appealing their privilege to participate in the graduation ceremony.
5. The committee's decision shall be binding with a majority vote.
6. No further appeals will be accepted after the appeals committee has made its findings.
7. All appeals must be delivered to the Principal/Superintendent at least FIVE DAYS prior to graduation ceremonies.
8. The committee will convene as soon as possible after receipt of an appeal request.
9. The five-day requirement may be waived by the Principal/Superintendent.

Written Appeals for Attendance

1. All appeals must be in letter format.

2. The letter shall state the reason the student was denied participation in graduation ceremonies.
3. The letter must contain reasons for mitigating the denial.

There will be warnings and reminders throughout the school year given to students and parents by school staff if they are accumulating excessive class period absences and tardies.

Academic Requirement

A student will not be allowed to participate in the graduation ceremonies should he/she receive more than two semester F's during their senior year (**semester F's**). If he/she receives **more than two semester F's** their senior year he/she will not be allowed to participate in graduation ceremonies but will still receive a diploma providing he/she has completed the remaining graduation requirements. For example, a senior may earn an **F** for the first semester in one class and another **F** at the end of the second semester and still participate in the graduation ceremonies as long as the **F's** were not in a class needed for graduation such as Civics, Economics, and English. However, if a senior receives **two F's** in his/her first semester grades and another **F** for the second semester grades, he/she will not be allowed to participate in graduation ceremonies.

There will be warning letters sent out to students and parents at the end of each grading report if the student is failing one or more classes. We also strongly encourage parents to check the parent portal daily.

Teacher Assistants: ONLY One Period of Teacher's Assistant is Allowed on a Student's class schedule per semester.

Senior Pranks

Any student who is identified or caught participating in a senior prank which results in the illegal entry of the school, vandalism on any WUHSD property/campus, disruption of the educational process (including, but not limited to using staff resources), illegal activity on any WUHSD campus, or criminal damage to the campus will be charged and may receive an out of school suspension and will not be allowed to participate in the graduation ceremony. Any activity deemed as organized or individually initiated will be considered a school prank. Wheatland Union High School District will enforce a **ZERO TOLERANCE** policy for individuals identified or caught participating in a senior prank.

BEHAVIOR GUIDELINE

Suspension and Expulsion

Violations of the following sections of the Education Code 48900 are grounds for either suspension and/or expulsion from the district:

- A. Threatened, attempted, or actual injury to another
- B. Possessed, furnished, or used explosives, dangerous objects, or weapons (including knives, stun guns, laser pointers, pepper spray)
- C. Possessed, furnished, or used alcohol or controlled substances (as defined by Health and Safety Code 1107)
- D. Unlawful possession, use, sale, or otherwise furnishing, or being under the influence of alcohol or drugs
- E. Committed robbery or extortion
- F. Caused or attempted to cause damage to school or private property. "School Property" includes, but is not limited to, electronic files and databases.
- G. Stolen or attempted to steal school or private property
- H. Possessed or used tobacco
- I. Committed obscene acts, habitual profanity, or vulgarity
- J. Unlawful possession of, or unlawfully offered or furnished drug paraphernalia
- K. Disrupted school activities or willfully defied school authorities, including supervisors, teachers, administrators, school officials, or other school personnel engaged in the performance of their duties
- L. Knowingly received stolen school or private property
- M. Possession of imitation firearm
- N. Committed or attempted to commit a sexual assault
- O. Harassed, threatened, or intimidated a pupil or witness. Committed sexual harassment (48900.2). Caused, attempted to cause, threatened to cause, or participated in an act of Hate Violence (48900.3). Engaged in harassment, threats, or intimidation directed at a student or a group of students creating a Hostile Educational Environment (48900.4). Terroristic threats against school officials or school property (48900.7)
- 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 act of bullying, including, but not limited to bullying committed by means of an electronic act directed specifically toward a pupil, or school personnel. As defined by Education Code Section 32261(g) and "electronic act" means the transmission of a communication, including, but not limited to, a message, text, sound, or image by means of an electronic device, including, but not limited to, a telephone, wireless telephone or other wireless communication device, or computer.

Education Code 48915 Violations

An expulsion recommendation and hearing are required for the following offenses unless the superintendent or principal finds that expulsion is inappropriate, due to that particular circumstance.

1. Caused 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 pupil
3. Unlawful possession of any controlled substance
4. Robbery or extortion
5. Assault or battery upon any school employee

The superintendent or principal shall immediately suspend and shall recommend expulsion of a pupil that has committed any of the following acts at school or at a school activity off school grounds.

1. Possessing, selling, or otherwise furnishing a firearm
2. Brandishing a knife at another person
3. Unlawfully selling a controlled substance
4. Committing or attempting to commit a sexual assault or battery
5. Possession of an explosive

STUDENT CONSEQUENCES FOR INAPPROPRIATE BEHAVIOR

- A. Warning to student with possible parent contact
- B. Warning to student with parent contact
- C. Detention assigned and parent notification
- D. Saturday School (4 hours), parent notification
- E. In-house suspension, parent notification
- F. One to two-day suspension from school, parent notification
- G. Three-day suspension from school, parent notification
- H. Five-day suspension from school, parent notification
- I. Report to police, DMV, or appropriate agencies
- J. Recommend transfer to alternative program, or expulsion
- K. Maximum suspension from school, recommend expulsion
- L. May be recommended for expulsion

*A greater degree of accountability may be administered depending on circumstances.

BEHAVIOR	Occurrences & Consequences			
	1st	2nd	3rd	4th
1. Gambling	F*	G*	H*	H*
2. Tardies	C*	C*	D*	D*
3. Inappropriate Displays of Affection	C*	D*	F*	G*
4. Profanity, Vulgar or Obscene act	F*	G*	H*	J*
5. Fighting	G*	H*/J*	*	*
6. Truancy	B*	C*	D*	F*
7. Cheating/Plagiarism/Sharing Work	B*	D*	F*	H*
8. Forging or Falsifying Documents	F*	G*	H*	H*
9. Dress, Grooming, or Appearance	A*	C*	D*	F*
10. Graffiti, Vandalism, Defacing Property	G*	H*	H*	J*
11. Defiance or Disobedience	F*	F*	G*	H*
12. Speakers	C*	C*	D*	F*
13. Hazing	G*	H*/J*	*	*
14. Cell Phones, Electronic Devices, Laser Pointers	C*	C*	D*	F*
15. Failure to Identify Oneself	D*	F*	G*	H*
16. Loitering or Out of Bounds	F*	F*	F*	F*
17. Causing Serious Physical Injury	K*	*	*	*
18. Possession of Tobacco	D*	D*	F*	H*
19. Use of Tobacco (smoking cessation classes may be mandated)	D*	D*	F*	H*
20. Under the Influence/Use of Controlled Substance	H*	I*/K*	*	*
21. In Possession of Controlled Substance	H*	H*/L*	*	*
22. Selling a Controlled Substance	I*/K*	*	*	*
23. Fire Setting or False Alarm	H*/I*	K*	*	*
24. Disruption of School Activity	D*	F*	G*	H*
25. Threats, Intimidation, Harassment (including sexual & hate harassment)	G*/H*	G*/H*	H*/J*	*
26. Robbery, Extortion	I*/K*	*	*	*

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- I. Report to police, DMV, or appropriate agencies
- J. Recommend transfer to alternative program, or expulsion
- K. Maximum suspension from school, recommend expulsion
- L. May be recommended for expulsion

*A greater degree of accountability may be administered depending on circumstances.

BEHAVIOR	Occurrences & Consequences			
	1st	2nd	3rd	4th
27. Assault of Battery on School Personnel	I*/K*	*	*	*
28. Firearms, Explosives, Weapons	I*/K*	*	*	*
29. Dangerous Objects	F*	G*	H*	I*
30. Aiding or Abetting	F*	F*	G*	H*
31. Off Campus Without Parental Permission	D*	F*	F*	G*
32. In a Vehicle During School Day	D*	F*	F*	G*
33. Driving Violations (suspending driving privilege)	D*	D*	D*	D*
34. Littering	C*	D*	F*	G*
35. Theft (including lunch numbers, usernames/passwords)	F*	G*	H*/I*/J*	*
36. Lying to Staff Member/Administrator	G*	G*	H*	H*
37. Posting Lewd Photos/Videos on the Internet or Social Media	H*	H*	H*	H*
38. Posting Threats or Demeaning Statements on the Internet or Social Media	G*	G*	H*	H*
39. Unwanted Sexual Advances or Inappropriate Touching	H*	H*	H*	H*
40. Inappropriate Use of School Technology (Sexting/Watching Porn)	C*	D*	F*	G*/H*
41. Bullying	H*	H*	H*	H*
42. Recording of and/or Posting A Fight on the Internet or Social Media	D*	E*	F*	G*

Work Detail

Administration, with parental permission, may assign work detail in some cases involving less serious offenses in lieu of out-of-school suspension.

Progressive Disciplinary Consequences

In the event of multiple referrals, because of different behavior violations or occurrences, even though they may be in different levels of the disciplinary guidelines, the consequences may result in an increased degree of accountability.

Two referrals in one day	One-day Suspension
Three referrals	Saturday School
Four referrals	One-day Suspension
Five referrals	Two-day Suspension
Six referrals	Three-day Suspension
Seven referrals	Four-day Suspension
Eight referrals	Five-day Suspension

For example, one referral for a dress code violation, a second referral for tardies, and a third referral for disruptive classroom behavior can result in a Saturday School. Then, for instance, should there be a fourth referral for cell phone usage, a one-day suspension may be the disciplinary consequence. These would be minimum disciplinary consequences with a greater degree of accountability for more serious discipline code violations.

Privileges such as participation in/or attendance at school activities such as dances, games, field trips, etc., may be denied as an intervention to modify student behavior.

Public Display of Affection (PDA)

No inappropriate displays of affection are allowed on campus or at school functions.

Student Possession and Use of Cell Phones/iPods and Other Electronic Devices

- This policy is meant to help maintain an educational focus in the classroom and other study areas and respect the needs of our students to have reasonable access to their phones and other electronic devices. We acknowledge that this is the age of instant communication as well as the need to maintain a proper environment for students, faculty, and the educational process.
- **CELL PHONES, iPods, OR OTHER ELECTRONIC DEVICES ARE NOT TO BE USED IN THE CLASSROOMS UNLESS AUTHORIZED BY THE CLASSROOM TEACHER.** Cell phones and all other electronic devices must be turned off and out of sight during class time. If a student is using the bathroom or walking to and from the bathroom during class time, the cell phone must be turned off and out of sight.

- Students who continue use of electronic devices during class will be considered a disruption to the school day.
- Cell phones, iPods or other electronic devices may be used before/after school, during passing periods, and lunch periods.
- An administrator or faculty member can give a student permission to make a call from a cell phone.
- Please be aware that calling your student during the school day may place him or her at risk of disciplinary action. Parents should continue to call the school for any emergency situations. We will contact your son/daughter.
- The use of camera phones is strictly forbidden in private areas, such as, locker rooms, washrooms, dressing areas, classrooms, and offices at any time.
- The use of electronic video and/or audio recording in any building on this campus, without the express consent of the principal and staff member(s), is prohibited and subject to disciplinary action per CA Ed. Code 51512 and/or misdemeanor or felony charges and a fine up to \$10,000 per CA Penal Code 632.
- Wheatland Union High School is not financially responsible for the replacement of any electronic device which is lost or stolen.
- Chromebooks: All students are issued a school chromebook. Insurance may be purchased. Students are required to bring chromebooks charged and ready for school use each day.

Inappropriate Use of Technology

Acceptable Use Policy - Use of school computers and internet access must be for educational research and consistent with the objectives and standards of Wheatland Union High School. Transmission of materials in violation of any federal or state law is prohibited. These include, but are not limited to: Copyrighted material, threatening or obscene material, or materials protected by trade-secret law.

Internet Terms and Conditions of Use

1. Acceptable Use – The purpose of the backbone networks making up the Internet is to support research and education in and among academic institutions by providing access to unique resources and the opportunity for collaborative work. The use of your account must be in support of education and research and consistent with the educational objectives of the Wheatland Union High School District. Use of any other organization's network or computing resources must comply with the rules appropriate for that network. Transmission of any material in violation of any national or state regulation is prohibited. This includes, but is not

limited to copyrighted material, threatening or obscene material, or material protected by trade secret.

2. Privileges – The use of the Internet is a privilege, not a right, and inappropriate use will result in a cancellation of those privileges. (Each student or teacher will need to accept the acceptable use policy of WUHSD to obtain use of the network.) The district administrators will deem what is inappropriate use and their decision is final. Also, the District administrators may close an account at any time as required. The administration, faculty, and staff of Wheatland Union High School District may request the site principal to deny, revoke, or suspend specific user accounts.
3. Network Etiquette – You are expected to abide by the general accepted rules of network etiquette. These include (but are not limited to) the following:
 - a. Be polite. Do not get abusive in your messages to others.
 - b. Use appropriate language. Do not swear, use vulgarities or any other inappropriate language. Illegal activities are strictly forbidden.
 - c. Do not reveal your personal address or phone numbers of students or colleagues.
 - d. Note that electronic mail (email) is not guaranteed to be private. People who operate the system do have access to all mail. Messages relating to or in support of illegal activities may be reported to the authorities.
 - e. Do not use the network in such a way that you would disrupt the use of the network for other users.
 - f. All communications and information accessible via the network should be assumed to be private property.
4. Wheatland Union High School District makes no warranties of any kind, whether expressed or implied, for the service it is providing. Wheatland Union High School District will not be responsible for any damages you suffer. This includes loss of data resulting from delays, non-deliveries, mis-deliveries, or service interruptions caused by its own negligence or your errors or omissions. Use of any information obtained via the Internet is at your own risk. Wheatland Union High School District specifically denies any responsibility for the accuracy or quality of information obtained through its services.
5. Security – Security on any computer system is a high priority, especially when the system involves many users. If you feel you can identify a security problem on the Internet, you must notify a school site administrator. Do not demonstrate the problem to other users. Do not use another individual's account without written permission from that individual. Attempts to log on to the Internet as a system administrator will result in cancellation of user privileges. Any user identified as a security risk or having a history of problems with other computer systems may be denied access to Internet.
6. Vandalism – Vandalism will result in cancellation of privileges. Vandalism is defined as any malicious attempt to harm or destroy data of another user, Internet, or any of the above listed agencies or other networks that are connected to any of the Internet backbones. This includes, but is not limited to, the uploading or creation of computer viruses.

Code of Computer Etiquette. Social Media Use and Online Conduct

Users are responsible for appropriate behavior while using school computer networks. Any and all policies outlined in the Student - Parent Handbook apply. All activity deemed unacceptable, inappropriate, or illegal by Wheatland Union High School is prohibited. Students who violate this Internet Use Policy shall be subject to disciplinary action (up to and including suspension/expulsion), revocation of the use privileges, and/or legal action as appropriate. Acts that violate this policy include, but are not limited to, the following:

- A. Intentionally accessing, downloading, displaying, or sending visual or verbal material that is obscene, pornographic, racist, offensive, or harmful to minors.
- B. Using obscene or profane language.
- C. Harassing, insulting, or attacking others.
- D. Damaging computers, systems, or networks, including, but not limited to:
 - 1. Modifying computer control panel settings, spellchecking dictionaries, or other utilities.
 - 2. Installing, or attempting to install, software without express permission from appropriate authorities
 - 3. Changing hardware configuration settings for computers or printers.
- E. Violating copyright laws that include downloading music, videos, etc.
- F. Using other users' passwords to access network resources.
- G. Reviewing or modifying information from the files of administrative systems of Wheatland Union High School District or other organizations.
- H. Using computer systems for commercial purposes.
- I. Any other activity that may be deemed inappropriate at the discretion of the Wheatland Union High School administration.

Electronic Mail (Email)

Email is defined as a personal electronic message exchanged by the user with another person having internet access. Users are expected to abide by the Code of Computer Etiquette set forth above. Users are expected to remove old messages in a timely fashion, and system administrators reserve the right to remove such messages if not attended to by the user.

Security

Users are expected to respect security as a high priority. If a user detects a security problem in any computer, network, or internet connection, the user must immediately notify a system administrator of the problem without demonstrating said problem to other users. Users may not let others use their account and password. Vandalism will result in cancellation of privileges and/or disciplinary action (up to and including suspension/expulsion). Vandalism is defined as any malicious attempt to harm or destroy data of another user, Wheatland Union High School, or any agency or network connected to the internet. It may also include the destruction of, or tampering with, any computer or system network by erasing programs, reconfiguring hard drives, disconnecting from the network, or uploading or creating computer viruses.

Copyright and Public-domain Material

Copyrighted material must not be placed on any system connected to Wheatland Union High School without the copyright owner's permission. All users bear sole responsibility for complying with copyright laws.

Technology Disclaimer

Wheatland Union High School cannot guarantee smooth operation of its computer systems. It is the student's sole responsibility to complete any required assignments completed by the deadlines set by their teacher(s). Printing problems, loss of data, or other network problems are not considered acceptable excuses for late assignments, absence, or tardiness. It is recommended that students make backup copies of all assignments in print and electronic form.

Enforcement Provisions

Wheatland Union High School reserves the right to monitor any and all system activity and to inspect any files, including email, stored on the system. Any and all use of school computers, systems, and networks is not private or protected.

Limitation of Liability

All policies stated herein are applicable to Wheatland Union High School's computer facilities. All students and their parent(s)/guardian(s) agree to indemnify and release Wheatland Union High School, its staff, directors, employees, and all related organizations from any liability, damages, or consequences that may result from the use of the internet.

Anti-Harassment Policy

The Wheatland Union High School District is committed to providing all student with a safe and supportive school environment. Members of the school community are expected to treat each other with respect. Teachers and other staff members are expected to teach and to demonstrate (by example) that all members of the community are entitled to respect.

Harassment of a student by another student or by a teacher or other staff member is a violation of school policy. This includes (but is not limited to) harassment based on race, national origin, actual or perceived ethnicity, marital status, sex, sexual orientation, religion, economic circumstance, school performance, physical characteristic, or disability. Punishable harassment is conduct, including verbal conduct: 1) That creates (or will certainly create) a hostile environment by substantially interfering with a student's educational benefits, opportunities, or performance, or with a student's physical or psychological well-being; or, 2) that is threatening or seriously intimidating.

To prevent harassment in the first instance, staff members should communicate: 1) Why harassment is wrong, and 2) that tolerance and respect are essential to a free society. In response to an act of harassment, staff members should intervene immediately to stop the harassment and, if appropriate, should punish the harassment promptly, consistently, and proportionately to the seriousness of the act. The response should not end there; rather staff members should deter future harassment with continuing lessons of tolerance and respect.

Racist Behavior

Racist behavior may be defined as any hostile or offensive act or expression by a person of one racial and ethnic origin against a person of another racial group or ethnic origin or any incitement to commit such an act in such a manner that it interferes with the peace and comfort of the aggrieved person.

The following categories identify racist behavior that will not be tolerated or go unchallenged at Wheatland Union High School:

1. Physical assault because of color and/or ethnicity.
2. Derogatory name-calling, insults, and racist jokes.
3. Racist graffiti.
4. Provocative behavior such as wearing racist insignia.
5. Bringing written racist materials such as leaflets or magazines into school.
6. Verbal abuse or threats.
7. Incitement of others to behave in a racist way.
8. Racist comments in the course of a discussion in class.
9. Refusal to cooperate with other people because of their ethnic origins.

Racist incidents can be reported to the Administration for investigation and follow through as to the disciplinary measures appropriate to the violation. A record of all racist incidents will be kept and include the details of the offense, the person(s) concerned, the disciplinary action and sanctions imposed.

Bullying Prevention

Wheatland Union High School is committed to each student's success in learning within a caring, responsive, and safe environment that is free of discrimination, violence, and bullying. Our school works to ensure that all students have the opportunity and support to develop to their fullest potential and share a personal and meaningful bond with people in the school community. Acts of bullying of students at Wheatland Union High School is strictly prohibited. The school administration will promptly and fully investigate all acts of bullying. Students have the right to attend a bully-free school, and Wheatland Union High School will work diligently and collaboratively with all stakeholders in the community to prevent all types of bullying of Wheatland Union High School students.

Wheatland Union High School Student Bill of Rights

Each student at Wheatland Union High School has a right to:

- Learn in a safe and friendly place
- Be treated with respect
- Receive the help and support of caring adults

Definition of Bullying

Bullying is a pattern of aggressive, intentional, or deliberately hostile behavior that occurs repeatedly and over time. Bullying behaviors normally fall into three categories, physical, emotional, and verbal; and may include, but are not limited to, intimidation, assault; extortion; oral or written threats; teasing; putdowns; name-calling; threatening looks; gestures, or actions; rumors; false accusations; hazing, social isolation, and cyber-bullying.

Bullying Is:

- Intent to do harm
- Repeated over time
- Imbalance of power

BEHAVIOR/DISCIPLINE

This policy covers conduct that takes place off campus, in the school, on school property, at school-sponsored functions and activities, on school buses or vehicles, and at bus stops. This policy also pertains to usage of electronic technology, social media; or any electronic communication that occurs off campus, in the school, on school property, at school-sponsored functions and activities, on school buses or vehicles, at bus stops, and on school computers, networks, forums, and mailing lists. This policy applies to the entire school community, including educators, school and District staff, students, parents, and volunteers.

PREVENTATIVE MEASURES**1. Student Instruction/Awareness**

Bullying will not be tolerated, and all acts of bullying are strictly prohibited. Students will do the following to ensure that all acts of bullying never occur at Wheatland Union High School.

Student Rules about Bullying

- We will not bully others.
- We will try to help others who are bullied.
- We will include students who are left out.
- If we know someone that is being bullied, we will promptly tell an adult at school and at home.

2. Staff Awareness/Action

Staff at Wheatland Union High School will engage in the following activities and actions in order to prevent bullying and maintain a safe environment for students:

- Closely supervise children in all areas of the school.
- Monitor for signs of bullying.
- Address bullying when it happens.
- Model appropriate behavior for students.
- Additionally, the school will follow all WUHSD regulations and Education Code guidelines in order to prevent bullying. Wheatland Union High School will raise bullying awareness and create opportunities for response training to bullying for staff.

3. Student/Parent Action

Wheatland Union High School encourages students and parents who become aware of an act of bullying to immediately report the incident(s) to a school administrator for further investigation. Students who retaliate against those who report bullying shall also be subject to investigation and disciplinary action.

4. Reporting Requirements

- Staff, students, parents, and other are required to report bullying.
- The Report of Suspected Bullying form will be completed to document bullying behavior.

when bullying is observed or reported by students, parent, or others.

- The completed form is immediately given to the designated site administrator.
- The designated site administrator investigates the allegations.
- <https://www.wheatlandhigh.org/page/district-policies-and-resources>
- See Something, Say Something

5. Intervention/Consequences

Acts of bullying will be investigated by the site administration at Wheatland Union High School in an efficient and timely manner. Consequences may include but are not limited to the following:

- Mediation
- Loss of privileges
- Parent conference
- Counseling
- Suspension
- Expulsion
- Referral to local law enforcement agency

Wheatland Union High School District Bully Prevention and Intervention School Site Plan

This document is a required attachment to Wheatland Union High School's Safe School Plan and must be approved by the School Site Council.

1. The definition of bullying, according to WUHSD's Anti-Bullying policy, is a comprehensive term that describes conduct that meets all of the following criteria:
 - a. Severe and pervasive physical or verbal act(s) or conduct, including communications made in writing or by means of an electronic act,
 - b. And including one or more acts committed by a students or group of students, directed towards one or more students,
 - c. That has or can be reasonably predicted to have the effect of one or more of the following:
 - Placing a reasonable student in fear of harm to that student's or a group of students' persons or property
 - Causing a reasonable student to experience a substantially detrimental effect on his or her physical or mental health; or
 - Causing a reasonable student to experience substantial interference with his or her academic performance; or
 - Causing a reasonable student to experience a substantial interference with his or her ability to participate in or benefit from the services, activities or privileges provided in school.
2. Students shall be assured that they have the right to be free of bullying, intimidation and harassment from WUHSD students, administrators, faculty, staff parents or others, whether on or off school property, through an electronic act, while the student is at any school activity or is attending a

school which is under the jurisdiction of the superintendent of the district, including but not limited to school-sponsored function, in a school vehicle, during the instructional day or after school hours that may affect the student's education.

3. The site administrators responsible for responding to all reports of bullying behavior are: Schandia Edwards, Principal, Brandon Moore, Assistant Principal and Lauren Link, Director of Student Services & Assistant Principal.
4. All staff, students, parents/guardians, and others are required to report bullying behavior to the designated site administrators named above.
5. If school personnel witness an act of discrimination, harassment, intimidation or bullying behavior, he or she shall take immediate steps to intervene when it is safe to do so.
6. Staff, students, parents/guardians, and others can report bullying behavior to any WUHSD staff person or can utilize an incident report to report bullying behavior. The report is to be immediately forwarded to the designated site administrator and no later than 24 hours from the time the incident occurred.
7. All school personnel are encouraged to participate in at least two hours of training regarding bully prevention, identification, intervention, and reporting requirements.
8. Students, who walk away, constructively attempt to stop bullying or report bullying behavior will be positively supported.
9. Retaliation toward people who report bullying behavior will be addressed immediately by administration and may receive disciplinary consequences.

The Bully Prevention and Intervention School Site Plan may include site-based strategies to prevent bullying behavior and encourage students to be respectful of each other.

WHEATLAND UNION HIGH SCHOOL DISTRICT**Report of Suspected Bullying**

(This side to be completed by Administrator)

Two-Sided Form**P. 2 of 2****Administrator Conducting Investigation**

Name:

Title:

Summary of Investigation:**Outcome of Investigation:** Did the incident investigated meet the district's definition of bullying?**No**If bullying did not occur, **process is complete****Yes****If bullying behavior occurred, create a:**

1. Action Plan for the student(s) who engaged in bullying behavior.
2. Safety Plan for the targeted student.

Student Action Plan completed

Date:

Student Safety Plan completed

Date:

Contact the parent/guardian(s) of the student(s) who were targeted and those who engaged in bullying behavior

Parent Name:

Date:

Parent Name:

Date:

Parent Name:

Date:

Administrator Completing This Form

Name:

Date:

BEHAVIORAL/MENTAL HEALTH SERVICES NOTIFICATION

EC 49428

Our mission is to provide educational, personal, and career guidance for all students. WUHSD behavioral/mental health is the cornerstone of student learning. We strive to meet the needs of all of our students. Below is a list of contacts and supports to assist any student and family regarding behavioral/mental health support.

WUHS Counseling Office:(530) 633-3100

Mental Health Team

Specialists:

Licensed Clinical Social Worker: America Gorman – agorman@wheatlandhigh.org ext. 239

Licensed Clinical Social Worker: Emily Coker – ecoker@wheatlandhigh.org ext. 234

Prevention Intervention Specialist: Cory O'Neal LMFT – coneal@wheatlandhigh.org ext. 124
*Cell 530-701-5765

School Psychologist: Jasmeen Clair Bains – jclair@wheatlandhigh.org ext. 227

Counselors:

Director of Student Services: Chris Jorin - cjorin@wheatlandhigh.org ext. 179

Madison Bermudez: mbermudez@wheatlandhigh.org

Hugo Diaz: hdiaz@wheatlandhigh.org ext. 222

Shawna Hulsey: shulsey@wheatlandhigh.org ext. 188

Julia Kent: jkent@wheatlandhigh.org

Possible Mental Health Resources

Please check with your local insurance carrier for approved providers.

Kaiser Permanente
1600 Eureka, Roseville, CA 95661
(916) 784-4000

Sutter Roseville
1 Medical Plaza 1st Floor, Roseville, CA 95661
(916) 781-1800

Sutter Yuba Mental Health
1965 Live Oak Blvd., Yuba City, CA 95991
(530) 673-8255

UC Davis Children's Hospital
2315 Stockton Blvd., Sacramento, CA 95817
(800) UCD-4KIDS
(916) 734-2011 [24-hour operator]

If you have MediCal please call (530) 673-8255 or 1-800-923-3800 for additional referrals and resources.

Alcohol, Drugs and Tobacco

It shall be the policy of the Governing Board to take positive action through education, counseling, parental involvement, medical referral, and police referral in the handling of incidents in the schools involving the possession, sale, and/or use of behavior affecting substances and drug paraphernalia. These substances shall include, but not be limited to, marijuana, LSD, glue, alcohol, and barbiturates. (cf.6164.11–Drugs, Tobacco, Alcohol) (cf.5114-Suspension and Expulsion/Due Process)

School properties may be inspected by school authorities in the interest of maintenance, health and safety. Inspections for the location of drugs, narcotics, liquor, weapons, poisons, and missing properties are matters relating to health and safety and may be regarded as reasonable purposes for inspection by school personnel; so long as such inspections are conducted in accordance with constitutional requirements of applicable state laws related to searches and seizures. (cf.4144-Discipline/Punishment) (cf.5145.12-Search and Seizure)

Because the use of alcohol and other drugs adversely affects a student's ability to achieve academic success, is physically and emotionally harmful, and has serious social and legal consequences, the Governing Board intends to keep district schools free of alcohol and other drugs.

The Board desires that every effort be made to reduce the chances that our students will begin or continue the use of alcohol and other drugs. Alcohol, like any other controlled substance is illegal for use by minors. The Superintendent or designee shall develop a comprehensive prevention program that includes instruction, intervention, recovering student support, and enforcement/discipline. The Superintendent or designee shall clearly communicate to students, staff, and parents/guardians all Board policies, regulations, procedures, and school rules related to this prevention program.

Recognizing that keeping schools free of alcohol and other drugs is a concern common to the district and community, the Board supports cooperation among schools, parents/guardians, law enforcement and other appropriate community organizations involved in preventing alcohol and other drug abuse.

Smoking or the possession of tobacco products by pupils while on campus, while attending school-sponsored activities, or while under the supervision and control of district employees is prohibited.

Legal Reference:

Education Code



48900	Suspension or expulsion (grounds).
48901	Smoking and possession of tobacco on school premises.
48901(b)	Discouraging students from smoking tobacco.
48909	Narcotics or other hallucinogenic drugs.
49423	Administration of prescribed medication.
49480	Notice to school by parent or guardian; consultation with Physician.
51202	Instruction in personal and public health and safety.
51203	Instruction on alcohol, narcotics & restricted dangerous drugs.
51260	Instruction in drug education.

Health and Safety Code

11357	Marijuana possession fines and punishment; one ounce distinction.
11361.5	Records of arrest or conviction timely destruction of; hears to order; Methods of destruction official consequences of marijuana arrests to Terminate with records thereof.

Instruction

The district shall provide preventative instruction which helps students to avoid the use of alcohol or other drugs and teaches students how to influence their peers to avoid and/or discontinue the use of alcohol or other drugs. Instruction shall be designed to answer students' questions related to alcohol and other drugs.

The instructional programs will help students obtain and use current and accurate information, develop, and maintain a positive self-concept, take positive actions to cope with stress, and use appropriate social and personal skills to resist involvement with alcohol and other drugs.

The Board encourages staff to display attitudes which make them positive role models for students with regards to alcohol and other drugs. Staff should help students see themselves as responsible partners in efforts to maintain a safe and constructive school climate.

All instruction and related materials shall stress the concept of "no unlawful use" of alcohol or other drugs and shall not include the concept of "responsible use" when such use is illegal.

Intervention

The Board recognizes that there are students on our campuses who use alcohol and other drugs and can benefit from intervention. The Board supports intervention programs that include the involvement of students, parents/guardians, and community agencies/organizations.

The Board finds it essential that school personnel be trained to identify symptoms which may indicate use of alcohol and other drugs. The responsibilities of staff in working with, intervening, and reporting students suspected of alcohol and other drug use shall be clearly defined in administrative regulations.

Recovering Student Support

The Board recognizes the presence of recovering students in the schools and the necessity to support these students in avoiding re-involvement with alcohol and other drugs. The Board shall provide ongoing school activities which enhance recovery.

Enforcement/Discipline

The Superintendent or designee shall take appropriate action to eliminate possession, use or sale of alcohol and other drugs and related paraphernalia on school grounds, at school events, or in any situation in which the school is responsible for the conduct and well-being of students. Students possessing, selling and/or using alcohol or other drugs or related paraphernalia shall be subject to disciplinary procedures which may result in suspension or expulsion and the removal from participating in any school sponsored event including graduation.

School authorities may search students and school properties for the possession of alcohol and other drugs as long as such searches are conducted in accordance with law, Board policy and

administrative regulations.



Pirate Bus/Van Rules

LEVEL 1 Bus/Van Violations

Parent will be contacted

- Pupils must always remain seated in their seats.
- Pupils will talk in normal tones; loud or vulgar language is prohibited.
- Pupils are not to eat, drink, or chew gum on the bus.
- Pupils are to sit in assigned seats and not change seats.
- Insubordination or disrespect to bus driver

Consequences of Level 1 Bus/Van Violations:

- 1st Offense - Warning
- 2nd Offense - Three (3) days suspension of transportation
- 3rd and Subsequent Offenses - Five (5) days suspension of transportation

LEVEL 2 Bus/Van Violations

Parent will be contacted

- No fighting on the school bus.
- Matches and lighters are prohibited

Consequences of Level 2 Bus/Van Violations:

- 1st Offense - Five (5) days suspension of transportation
- 2nd Offense - Ten (10) days suspension of transportation
- 3rd and Subsequent Offenses - Students are to be referred to the Vice Principal/Assistant Principal for disciplinary action.

LEVEL 3 Bus/Van Violations

Police may be contacted; Parent will be contacted

- Weapons, pocketknives, explosives, fireworks and ammunition are prohibited.
- Chewing tobacco, cigarettes, alcohol and/or drugs of any kind are prohibited.

Consequences of Level 3 Bus/Van Violations:

- Students are to be referred to the Assistant Principal for disciplinary action.



PIRATE DRESS CODE

Student Dress Code

Wheatland Union High School encourages students to dress to maintain a respectable appearance. Students are to attend school dressed in a respectful manner so as not to offend or disrupt student learning. Please look at the following dress code parameters and make sure your son or daughter has read and understands all the restrictions. Violations will result in parents being contacted, prohibited articles being confiscated and/or the student being required to change their attire. Continued violations will result in progressive disciplinary action beginning with after-school detention.

Please always abide by the dress code during school hours, whether on or off campus, or at school-sponsored activities. School site administration may exercise discretion related to items not specifically listed below.

- Tops must have straps, be of a modest cut, and must not reveal undergarments.
- Shorts and skirts must be of modest length as determined by school officials.
- Underwear may not be visible.
- Clothing, accessories, and personal items (including backpacks and binders) must be free of inappropriate writing, images, and insignia which are vulgar, profane, sexually suggestive, or gang related; or refer to or depict drugs, alcohol, weapons, or tobacco, degrade race, gender, sexual orientation, or religious affiliation, portray persons dressed in a manner that does not comply with this dress code.
- Visible tattoos must meet all the standards listed above. Tattoos which do not comply with these standards must be covered while the student is at school or school activities.

THE FOLLOWING ARE NOT PERMITTED

- See-through or fishnet fabrics, halter-tops, strapless tops, bare back, off the shoulder, low-cut, blouses or tops that bare the midriff at any time. Any article of clothing that is deemed to be too revealing by administration. Clothes shall always be sufficient to conceal undergarments.
- Sleeveless muscle shirts that reveal chest and/or stomach.
- Jewelry or chains which could distract or disrupt the educational process, or which could be a safety or health issue are not acceptable. Spiked jewelry and wallet chains are not allowed.
- Pajamas (except on school-approved dress-up days).
- Slippers are not allowed.
- Blankets may not be used as a coat/covering.

GENERAL INFORMATION

Academic Support

Wheatland Union High School holds all students to high standards and is committed to aiding all students who are not meeting the standards. Additional learning opportunities are available for students; these include tutoring, an after-school program, and accelerated classes during the school day. Services for students with special needs and English language learners are also available.

Additional Services

Special Education:

Students with existing Individualized Education Plans (IEPs) are identified immediately upon enrollment by the guidance office. The Associate Principal, counselor and special education teachers work together to ensure that each student receives special education services as specified in their IEP.

Wheatland Union High School provides special education services to students in the Resource Specialist Program (RSP) and Special Day Class Learning Disabilities (SDC). Other services may also be provided as specified in a student's IEP.

In order to ensure that all students are successful, Wheatland Union High School has implemented a Student Study Team (SST). The SST is a collaborative team of all pertinent staff, parents, and service providers of a student who meet to develop a systematic approach to ensuring success for the student. The focus is on the whole child, including behavior, academic, health, and social issues. The process is a way to assist a student in succeeding in school.

English Language Development (ELD):

Wheatland Union High School is committed to providing effective educational program options for English Learners that meet State and Federal standards for the prompt development of English language proficiency, and to give English Learners an equal opportunity for mastery of a challenging core curriculum as rapidly and as effectively as possible.

Wheatland Union High School's program for English Learners is designed to enable English Learners to acquire English and learn grade-level academic content. Students enrolled in any of the program models outlined in our EL Master Plan are expected to master the ELD standards and develop skills so that they can also meet grade-level standards in the core academic subject areas. Students in the Alternative Program are expected to meet the same rigorous grade-level standards in English as well as Spanish.

Closed Campus

Students must remain on campus during school hours. There is one exception to this rule: Students who have an early dismissal slip from the Attendance Office and parent/guardian permission for early dismissal.

Delivering Messages or Personal Items

Since it is our desire to maintain a learning environment that is uninterrupted, the Attendance Office will not deliver items or messages to students in non-emergency situations. Students are responsible for bringing everything they need at the start of the school day. This includes homework assignments, study materials, uniforms, athletic equipment, and lunches. We do not relay phone messages to students except in the case of an emergency. Please remind students of doctor and other appointments and transportation arrangements before the student leaves home in the morning. We appreciate your understanding that instructional time should not be interrupted.

Food and Drink

Students may purchase a variety of lunch and snack items from the Wheatland Union High School cafeteria. The cafeteria will be open before school, nutrition break and lunchtime only. Food and drink may be consumed in the Common Areas only. Students may not eat or drink in classrooms unless given specific permission by a teacher or stated in a 504 Plan or I.E.P.

Flyers / Literature Distribution

No flyers/literature may be distributed on campus or in the parking lots without the approval of the Principal or the Assistant Principal. The location of distribution may be determined by the administration. Flyers may only be posted on campus bulletin boards. The parties distributing flyers/literature are also responsible for taking them down. Failure to do so may result in loss of privilege.

Free and Reduced Lunch

For the 2023-2024 school year all students are eligible for FREE Lunch.

Library Books / Textbooks

Students are responsible for all library books they check out and all textbooks issued to them by Wheatland Union High School. Library books and textbooks must be returned in good condition.

Littering

Students must take pride in the appearance of the Wheatland Union High School campus. Littering is not acceptable. Every student is expected to do his or her share in the upkeep of the campus. Students are expected to pick up trash whether they were responsible for littering or not. Disciplinary action will result if cleanliness standards are not adhered to.

Lost and Found

The Lost and Found is located at the main office. All personal items such as clothing, books, sports equipment, etc., should be clearly labeled in indelible ink. Wheatland Union High School cannot be responsible for any of these items. Items turned into the office that are plainly marked will be returned to the owner. Unmarked items will be placed in Lost and Found. Unclaimed items are donated to local charities after each quarter.

Lunch

Wheatland Union High School campus is closed. Students may not leave for lunch, and students passes may not be used to go out to lunch or to leave class to pick up a lunch delivered by a parent. Students may bring lunch from home or purchase food in the cafeteria. Students may not order food from outside vendors for delivery to the Wheatland Union High School campus unless he/she has prior permission from administration.

Mandated Reporters

All school personnel are mandated reporters of suspected abuse and/or neglect. Mandated reporters are required to report suspected child maltreatment *immediately* when they have “reasonable cause to believe that a child who is 17 years of age or younger and known to them in a professional or official capacity has been harmed or is in danger of being harmed - physically, sexually, or through neglect - and that a caregiver either committed the harm or should have taken steps to prevent the child from harm.”

No one in the workplace, even a supervisor, is permitted to suppress, change, or edit a report of abuse. A mandated reporter who willfully fails to report suspected incidents of child abuse or neglect is subject to license suspension or revocation and commits a misdemeanor. Falsely reporting information to the hotline is

also a misdemeanor.

Parental Involvement

Wheatland Union High School recognizes the fact that schools cannot work in isolation from parents and families in educating youth. By working together, parents and Wheatland Union High School educators can create an educational experience for each student that allows learning to continue at home and beyond the classroom walls. Research shows that:

- When parents are involved, students tend to achieve at higher levels in school, regardless of socioeconomic status, ethnic/racial background, or parents' education level.
- The more extensive the parent involvement, the higher the student achievement.
- When parents are involved in students' education, those students generally have higher grades and test scores, better attendance, and complete homework more consistently. Students whose parents are involved in their lives have higher graduation rates and greater enrollment rates in post-secondary education.
- In programs designed to involve parents in full partnerships, student achievement for disadvantaged children not only improves, but can also reach levels that are standard for middle-class children.
- If parents do not participate in school events, develop a working relationship with their children's educators, or keep up with what is happening in their children's school, their children are more likely to fall behind in academic performance.

Personal Property

The school is not responsible for lost or stolen items (including cell phones and other electronic items). The student's name should be placed on all personal items. When a student goes to the gym to dress, all valuables should be locked in a gym locker. Students should guard their combinations and make sure their P.E. lockers are locked.

Physical Education Uniforms

Wheatland Union High School students are required to dress out in all physical education classes. Each student will be assigned a locker and lock. PE uniforms may be purchased.

Safety in Science Labs

The following lab procedures are intended to ensure that the Wheatland High School science laboratories are a safe place to learn. It is always the student's responsibility to know these procedures and to follow them during lab activities. Any violation of these procedures can put the student and others at risk. Consequences may include immediate removal of the student from the laboratory and zero credit earned for the lab with NO opportunity for make-up, paying for damaged equipment, suspension, and forfeiture of all lab privileges.

- Read and follow all instructions carefully before beginning a lab. Also, be sure to listen to the teacher and only perform experiments authorized by the teacher.
- You are responsible for your safety and the safety of those around you. Know where all safety equipment is and how to use it properly. Report any accidents, spills or injuries to the teacher immediately.
- Never eat or drink in the lab.
- Conduct yourself in a responsible manner at all times.
- Dress appropriately in the lab. Wear safety equipment, closed-toed shoes and tie back long hair when working in the lab. Remove loose jewelry.

- Use care when working with chemicals, open flames, heating devices, sharp instruments, glassware, computers and all other lab equipment. If you are unsure how to use such items, ask for help before beginning to work.
- You are responsible for the materials and equipment that you use. Report any problems before beginning the lab. Use only materials and equipment authorized by your teacher, and do not remove equipment or materials from the lab area.
- Clean-up is your responsibility. Be sure to clean your lab area, dispose of materials appropriately, and return CLEAN equipment to its proper place. Students will only be dismissed once the lab is clean and organized.
- If you miss a lab, it is your responsibility to schedule a make-up lab time or assignment, with your teacher, upon your return to school. If you fail to do so, you will earn a zero for the lab assignment.

Shared Athletes / Musicians

When a student who participates in both sports and fine arts has a practice conflict with a rehearsal outside of the class, that student will split time evenly between the two without penalty from either. In addition, a game takes priority over a rehearsal, and a performance takes priority over a practice. No student will face a penalty for missing a rehearsal or practice under this policy.

Special Dietary Needs

Parents of students with special dietary needs should contact the Main Office at (530) 633-3100 regarding the accommodation required. The nature of the child's disability, the reason the disability prevents the child from eating regular school meals, and the specific substitutions needed must be specified in a statement signed by a licensed physician.

Work Permits

Except in limited circumstances defined in law, all minors under 18 years of age employed in the state of California must have a permit to work (EC 49160; LC 1299). **Neither school nor labor officials are empowered to waive, at any time or under any circumstances, any minimum labor standard established by law or regulation.**

Minors work with the permission of the local school district, and no law requires schools to issue permits for the maximum hours allowed by law or for every occupation for which a minor might be eligible. Thus, depending on the minor's particular circumstances or local district policy, school officials may impose additional restrictions at their discretion. Any violation of such special restrictions subjects the permit to revocation (EC 49164).

Permits issued during the school year expire five days after the opening of the next succeeding school year and must be renewed (EC 49118).

Wheatland Union High School requires students to have a minimum 2.0 GPA in order to receive and maintain a work permit.



IMPORTANT

EVERY PARENT NEEDS TO READ THIS!

Re: Student Injuries and Insurance

Dear Parent/Guardian:

Wheatland Union High School District **does not** provide medical insurance coverage for school accidents, including athletics. This means families are responsible for medical bills incurred by their students.

Wheatland Union High School does offer a voluntary student insurance plan, in which many coverage options are available. Brochures that both explain the different coverage options and include sign-up information are in the Wheatland Union High School main office. This information is available throughout the entire school year.

The Student Health Care and High Option 24-Hour Accident plans are recommended for those students with no other insurance coverage because they provide the most help when injuries occur. Student Health Care covers illness as well as injury, 24 hours a day. We strongly recommend the high option plans for students participating in interscholastic sports. If you have any questions about the brochure, please call the plan administrator, Myers-Stevens & Toohey & Company, Inc., at (800) 827-4695 or (949) 348-0565.

Educationally Yours,

Nicole Newman
Superintendent
Wheatland Union High School District

