

### ATTENDANCE

Students are expected to attend school daily. Consistent daily attendance is critical for a student's academic success. The State of California considers ten days of absences for one school year, for any reason, excessive. Another important consideration is California's policy of positive attendance reporting. LGA is funded in large part by the Attendance Daily Average (ADA). Absent students reduce the amount of funds available to our school site. Absent students not only jeopardize their own personal success and future, but also cause financial harm to all interested parties in our learning community.

Excessive absences will result in a parent conference at which point an attendance contract will be signed. Parents are asked to make appointments for their students outside the school day whenever possible.

California Education Code 48205 states that a student may be excused legally from school when the absence is due to:

- Personal illness or injury.
- Quarantine under the direction of a county or city health office.
- Medical, dental, or chiropractic services.
- Attendance at funeral services for a member of the immediate family.
- Jury duty.
- Pupil is the custodial parent of a child who is ill or has a medical appointment during school hours.
- Justifiable personal reasons, including, but not limited to, an appearance in court, observance of a holiday or ceremony of his or her religion, attendance at religious retreats, attendance at an employment conference, when the pupil's absence has been requested in writing by the parent and approved by the principal or designated representative.
- For the purpose of serving as a member of a precinct board for an election.
- Exclusion for failure to present evidence of immunization.
- Exclusion from school because student is either the carrier of a contagious disease or not immunized for a contagious disease.

### Absence Procedure

When a student is absent, the parent is to call the office the day of the absence at 567-5560. A written note stating the reason and date(s) of the absence is also required the day the student returns to school. Please include the following information in the note:

- Student's full legal name (please print name clearly)
- The day(s) and date(s) of absence(s)
- Reason for the absence
- Writer's name and the relationship to the student
- Home and work phone numbers

All absences not cleared **within three days** will be considered truancies and will be counted in assigning Attendance Codes.

"Class Cut" days are NOT sanctioned by LGA and any such absences will be considered truancies.

If a student is an athlete and wants to participate in a game, the student must attend at least 4 classes the day of the game. If the game is on a weekend, the student must have attended class the full Friday before the weekend.

### Early Dismissal

Students leaving campus early must be signed out in the office by the parent, or an adult identified on the student's Emergency Card with a note from the parent releasing the student to the adult. Parents and guardians are asked to schedule all appointments outside the school day when possible. Teachers are to keep students in class until notified by the office to release the student.

### Hall Passes

All students MUST have a written pass from an administrator, counselor, or teacher to be away from their class during class time. Hall passes are located with staff members in each classroom and office. Students WILL NOT be issued passes during the first and last fifteen (15) minutes of each class period. Students found out of class with or without a pass during the fifteen (15) minute period(s) will be escorted back to class, and marked tardy.

### Late Arrival to School

Students who arrive to school late shall check in at the front office for a pass to class. Students who arrive late to school shall have a written note explaining the lateness. Please refer to the aforementioned section "Excusable Absences".

### Make-up Work

## **Student Policies**

A student absent from school for an excused reason shall be allowed to complete all assignments and tests missed during the absence. Each teacher will establish a reasonable time period for completion of the missed assignments.

### **Tardy Procedure**

Students are expected to be in class, seated at their desk, for the start of each class. When a student's tardiness has a negative impact on the student's academic achievement, is causing a negative impact on the instruction of others, or is a repetitive disruption, the teacher will inform the Student Success Team (SST) Leader. The SST Leader will contact the parent, and if needed, hold an attendance conference at which point an attendance contract will be signed. If the parent contact does not result in a change of student behavior, the student will be referred to the principal for detention or further disciplinary action.

## **BEHAVIOR AND DISCIPLINE POLICIES**

### **Code of Conduct and Behavior**

*Our students are considered to be members of the school community at all times and in all places. As such, students must always be conscious of their actions and show courtesy and respect. Respect for self, peers, staff and school should guide all student decisions.*

*Students at LGA will be held to high yet achievable behavior guidelines and expectations. Positive behaviors will be reinforced, and negative behaviors will be corrected through interventions and a structured discipline process.*

*Students who are referred to the office for discipline will be taken through a progressive discipline process, meaning a process of intervention (Advisory communication home, Advisory meetings, Counseling or Student Success Team meetings) followed by a series of progressive disciplinary action for repeated offenses.*

*Students who involve themselves during school hours or during school events in gang activity, acts of violence, drugs, alcohol, or abuse of staff may not be eligible to attend extracurricular events. We encourage students to focus on positive behaviors that will help them be successful in class, in the LGA community, and the Natomas community as a whole.*

*Below, alphabetically ordered, are some behaviors and topics that will pertain to students attending LGA. Please read each of the sections carefully and contact our administration office if there are any questions or needs.*

### **Aerosol Sprays**

Students are not allowed to possess any aerosol spray containers on campus or during school-sponsored events.

### **After School Detention**

If necessary, LGA may hold after-school detention throughout the school year for various disciplinary infractions. After-school detention is offered as an alternative to home suspension. However, students who are assigned after-school detention and fail to attend will incur a higher degree of discipline.

### **Alcohol**

Possession of, use of, consumption of, distribution of, or being under the influence of any alcoholic beverage on campus, within view of campus, or at any school function, is strictly prohibited, and makes a student subject to suspension and/or expulsion.

### **Cyber Bullying**

Cyber bullying is the use of electronic information and communication devices to willfully and repeatedly harm either a person or persons through the medium of electronic text, photos or videos.

Examples of this behavior include, but are not limited to:

- Sending threatening, false, cruel, and/or vicious messages.
- Creating websites that have stories, cartoons, pictures, and jokes ridiculing others.
- Breaking into an email account and sending vicious or embarrassing materials to others.
- Engaging someone in electronic communication, tricking that person into revealing sensitive personal information, and forwarding that information to others.
- Posting of a student picture without their permission.

Bullying of this nature creates a hostile and disruptive environment on the school campus and is a violation of a student's right to be safe and secure. Cyber bullying and harassment will not be tolerated. Actions deliberately threatening, harassing, and/or intimidating to an individual or group of individuals, placing an individual in reasonable fear of harm, or damaging an individual's property or reputation, or disrupting the orderly operation of the school, will not be tolerated.

The online activities and technologies used by students engaged in cyber bullying include, but are not limited to: social networking sites, chat rooms and discussion groups, instant messaging, text messaging, computers, cell phones and personal digital devices,

digital cameras, cell phone cameras, and web cameras. As new technologies emerge, they too may be included with the above forms of communication.

### Consequences for Harassment and/or Cyber Bullying

Education Codes 48900.4 and 48900 (r) strictly prohibit harassment or bullying of any kind and such behavior is subject to suspension and possible expulsion. If the conduct occurs off school grounds and causes or threatens to cause a substantial disruption at school or interferes with the rights of students to be secure, school administration may impose consequences. The administration may also report the cyber bullying or harassment to the police.

### Action Steps to Respond to Cyber Bullying or Harassment:

- Save the evidence. Print hard copies.
- Identify the cyber bully.
- Clearly tell the bully to stop.
- Ignore the bully by leaving the online environment and/or blocking communications.
- File a complaint with the internet provider or cell phone company.
- Contact a teacher or administrator.

### **Dangerous Objects at School**

Students in possession of "objects of no reasonable use" to the student at school (i.e. fire crackers, stink bombs, screw drivers, water guns, etc.) shall be considered in possession of a dangerous object which will result in an immediate one (1) to five (5) day home suspension. *Imitation fire arms, air soft guns, pellet guns, knives, brass knuckles and all other weapons will result in a recommendation for expulsion.*

### **Drugs**

Possession of, use of, distribution/sale of, manufacturing of, or being under the influence of illegal or unauthorized prescription drugs on campus, within view of campus, or at any school function is strictly prohibited and makes the student subject to suspension and/or expulsion.

### **Expulsion**

The student is informed that he/she is recommended for expulsion by the school principal or designee. The student and parent are also informed regarding the due process procedure.

The principal or designee will notify the student's parent by telephone or in person that the student is being recommended for expulsion. After a hearing, an Administrative Hearing Panel will send their recommendations to the Governing Board.

The Governing Board is the only entity that can expel a student. During the expulsion procedure, the parent(s) or legal guardian will receive instructions from the Director of Student Support Services regarding the expulsion process.

### **Fighting**

Students who engage in verbal or physical altercations will be subject to suspension/expulsion proceedings. Fighting (a.k.a. mutual combat) is an altercation in which two or more students willfully engage in, attempt to engage in, threaten to engage in or incite another to initiate a fight.

#### **Self-defense**

A student who engages in self-defense is one who has tried **EVERYTHING** in his/her power to remove himself/herself from a situation that may result in physical blows. This includes **refusing to engage** in verbal threats or confrontations, walking away from the situation, and seeking assistance from school personnel.

### **Gambling**

Any form of gambling, whether or not money is visible, is prohibited on campus. Students involved in gambling are subject to suspension.

### **Gang Activity**

LGA has zero tolerance for any group activity that results in harm and/or intimidation to any student or group of students. Students will not be allowed to wear articles of clothing that identify them as members of a group (gang) known for acts of intimidation and/or violence. (Please refer to the Dress Code for more detailed information.)

Any gang-related tagging, words or drawings on class work or other visible surfaces at LGA will result in an out-of-school suspension and possible restitution if there are damages to school or personal property. Any group assault and battery will result in the participants being immediately suspended for a period of five (5) days and a recommendation will be made for expulsion. These students will also be reported to the Sacramento Police Department.

### Good Neighbor Policy

LGA Students are to exhibit pride in themselves and their school as they interact with our neighbors and other community members.

#### **Before and after school hours:**

- Do not loiter on residence property (lawns, walkways etc.).
- Do not enter residence property unless you are a resident of that property or you are specifically visiting a tenant.
- Obey all "Visitor Policies" for that residence.
- If you are not a resident or "Visitor," do not trespass at any time.

While LGA students have every right to patronize appropriate businesses in the vicinity of the campus during non-school hours, please do not jeopardize that right through inappropriate behavior.

- Do not loiter inside or outside of businesses.
- Respect the posted rules of those businesses.
- Do not block entrances.
- Be respectful of those working in these businesses.
- Do not exhibit loud, profane, or boisterous actions or activities.

### Public Displays of Affection

Public displays of affection will not be tolerated; LGA is focused on the education of students. Students who engage in public displays of affection will be counseled and disciplined if they do not change their behavior. The incident will be logged and parents will be called. Public displays of affection include, but are not limited to, holding hands, hugging, kissing, full body contact, sitting on another person's lap, and sexually suggestive behavior or body language.

### Suspension Policy

A student may receive a suspension when s/he demonstrates a disregard for school rules and policies, chronically violates policies, or is a chronic disruption to instruction. Only the principal or designee may suspend a student. Suspension will generally be for one (1) to five (5) school days. The principal will determine the length of the suspension.

The student's parent will be informed of the suspension. A conference with the principal, parent, and student will be held. A suspended student may not attend regular classes, or any school function, event, or activity, nor be on any District campus for the duration of their suspension. Suspension may be imposed for any of the following:

- Defiance of authority.
- Acting in any way that could cause personal injury, property damage, or endanger other students, staff, or self.
- Using or possessing any form of alcohol, drug, or tobacco on campus or within view of the campus or at any school event.
- Using obscenity.
- Fighting on campus or at any school sponsored activity.
- Failure of past intervention or disciplinary action to effect improved conduct.
- Demonstrating disregard through attitude or actions for staff, other students, or the LGA school community and/or disrupting the orderly process of learning.
- Falsifying notes or phone calls from parents.
- Academic dishonesty.
- Any other action deemed serious at the discretion of the principal, and in accordance with California Education Code Sections 48900-48915.

*All suspensions are considered unexcused absences.*

Students receiving multiple disciplinary actions will be placed on a behavior contract. Failure to follow the conditions of the contract will result in further disciplinary action.

#### **All LGA parents have the right to:**

- Meet with the suspending administrator as soon as is reasonably possible. [Section 48911(c)].
- Know that students may only be suspended from school for infractions of Ed Code 48900.

### Tobacco

Possession of, use of, or distribution of any form of tobacco or tobacco products on campus, within view of campus, or at any school function is strictly prohibited and makes the student subject to suspension and/or expulsion.

### Transportation

## **Student Policies**

Students transported in a school bus shall be under the authority of and be responsible directly to the driver of the bus. While on a bus, students are expected to act in such a manner that the driver is able to operate the bus under the safest conditions at all times. Students are reminded that school rules and policies are in effect at bus stops, as well as on the bus. Continued disorderly conduct or persistent refusal to submit to the authority of the driver shall be sufficient reason for a student to be denied transportation in accordance with the regulations of the governing board of the school.

The driver of any school bus shall be held responsible for the orderly conduct of the students transported. Any incidents of defiance, disruption, or inappropriate behavior will result in a bus citation and/or disciplinary consequences.

### **Weapons**

Weapons of any kind--including paraphernalia such as knives, guns, brass knuckles, chains, lighters, and other such objects that can be used as weapons or in a threatening manner--may not be brought on campus or to school activities. Any student who brings such items on campus or to school activities is subject to suspension and/or expulsion.

## **CAMPUS OPERATIONS AND PROCEDURES**

### **Assignments and Homework**

Students are expected to complete all assignments and turn them in on time. Homework may include daily assignments and/or long-term projects. After an absence, students are expected to have assignments that were due the first missed day and be ready to turn in immediately upon return. It is the student's responsibility to find out what assignments need to be made up.

### **Closed Campus**

The LGA campus is a closed campus. Once students arrive at school, they may not leave the campus without parent/guardian ("parent") permission and an early dismissal cleared through the front office. Students violating the closed campus policy are subject to detention or suspension.

### **Electronic Use Policy**

LGA is a "Bring Your Own Device" (BYOD) school. We use technology-based tools throughout instruction. Students are expected to use their devices during class at the time and in the manner that the teacher directs. Students may **not** use electronics during class time without teacher permission. Students are required to sign our Technology Policy and Agreement at the start of the school year, which outlines expectations and consequences for any violations.

Teachers may ask students to hand over their cell phones and electronic devices at the start of class. Teachers will make all efforts possible to safe-guard the collected items. **LGA is not responsible for lost, stolen, or damaged electronics.**

**Parents are asked not to call or text students during the school day. Parents wishing to contact their student during the day are asked to call the front office at 916-567-5560.**

### **Food Service**

LGA provides cafeteria service. Students may purchase breakfast and lunch from the cafeteria. Students may also bring lunches from home. Students are never to order food for delivery to campus. Food from outside vendors is not allowed and will be confiscated without reimbursement, and student will be subject to detention or suspension for repeat offenses.

### **Freedom of Speech/Expression**

#### ***Distribution of Printed Materials and Petitions by Students***

LGA believes that free inquiry and exchange of ideas are essential parts of a democratic education. They respect student's rights to express ideas and opinions, take stands on issues and support causes even when such speech is controversial or unpopular.

#### ***On-Campus Expression***

Students shall have the right to exercise freedom of speech and of the press including, but not limited to, the use of bulletin boards, the distribution of printed materials or petitions; the wearing of badges and other insignia; and the right of expression in official publications. (Education Code 48907)

Student expression on district or school Internet web sites and on-line media shall generally be afforded the same protections as printed media. Student's freedom of expression shall be limited only as allowed by law in order to maintain an orderly school environment and to protect the rights, health and safety of all members of the school community.

Students are prohibited from making any expressions or distributing or posting any materials that are obscene, libelous or slanderous. Students also are prohibited from making any expressions that so incite students as to create a clear and present danger of the commission of unlawful acts on school premises, the violation of school rules or substantial disruption of the school's orderly operation. (Education Code 48907)

The use of “fighting words” or epithets is prohibited if the speech is abusive and insulting rather than a communication of ideas and the speech is used in an abusive manner in a situation that presents an actual danger that it could cause a breach of the peace.

School officials shall not engage in prior restraint of material prepared for official school publications except insofar as the content of the material violates the law. (Education Code 48907)

The principal or designee shall not discipline any student solely on the basis of speech or other communication that would be constitutionally protected when engaged in outside of school, but may impose discipline for harassment, threats or intimidation unless constitutionally protected. (Education code 48950)

### **Harassment (Including Sexual Harassment)**

LGA is committed to maintaining an educational environment that is free from harassment. LGA prohibits sexual harassment of students by other students, employees or other persons, at school or at school-sponsored or school-related activities. LGA also prohibits retaliatory behavior or action against persons who complain, testify, assist or otherwise participate in the complaint process established pursuant to this policy and the administrative regulation. BP 5145.7(a)

Types of conduct that are prohibited at LGA and may constitute sexual harassment include, but are not limited to:

1. Unwelcome leering, sexual flirtations or propositions
2. Sexual slurs, epithets, threats, verbal abuse, derogatory comments or sexually degrading descriptions.
3. Graphic verbal comments about an individual’s body, or overly personal conversation.
4. Sexual jokes, notes, stories, drawings, pictures or gestures.
5. Spreading sexual rumors.
6. Teasing or sexual remarks about students enrolled in a predominantly single-gender class.
7. Massaging, grabbing, fondling, stroking or brushing the body.
8. Touching an individual’s body or clothes in a sexual way.
9. Purposefully cornering or blocking normal movements.
10. Displaying sexually suggestive objects.

LGA seeks to maintain a learning environment that is free of any kind of harassment. Name calling, ethnic, racial, religious, gender, life-style, and/or sexual slurs will not be tolerated. Violations of the LGA Harassment Policy will result in disciplinary action, and, in some cases a recommendation for expulsion will occur.

### **Complaint Procedure**

Any student who feels that he/she is being harassed should immediately contact the principal or designee. If a situation involving harassment is not promptly remedied by the principal or designee, a complaint may be filed with the Superintendent or designee who shall determine which complaint procedure is appropriate. An employee, parent or student may, in addition to filing a discrimination complaint with the district, file a complaint with either the Equal Employment Opportunity Commission (EEOC) or the California Department of Fair Employment and Housing (DFEH). The time limits for filing such discrimination complaints are as follows:

1. To file a valid complaint with EEOC, the employee must file his/her complaint within 30 days of the alleged discriminatory act(s) (42 USC 2005)
2. To file a valid complaint with DFEH, the employee must file his/her complaint within one year of the alleged discriminatory act(s) (Government Code 12960)

Any student who feels that he/she is being or has been subjected to sexual harassment, shall immediately contact his/her teacher or any other employee. A school employee to whom a complaint is made shall, within 24 hours of receiving the complaint, report it to the principal or designee. Any school employee who observes any incident of sexual harassment involving a student shall report this observation to the principal or designee, whether or not the victim files a complaint.

### **Non-Discrimination**

LGA prohibits unlawful discrimination against and/or harassment of district employees, parents and students on the basis of actual or perceived race, color, national origin, ancestry, sex, and ethnic group identification, religious creed, age, marital status, pregnancy, physical or mental disability, medical condition, veteran status, gender or perceived sexual orientation, at any site and/or activity. LGA also prohibits any retaliation against any district employee, parent or student who complains, testifies or in any way participates in the district’s complaint procedures instituted pursuant to this policy.

LGA shall ensure equal opportunities for all students in access to the educational program, guidance and counseling programs, testing procedures and other activities. School staff and volunteers shall carefully guard against segregation, bias and stereotyping in instruction, guidance and supervision.

### **Library**

## **Student Policies**

The library is for quiet study, research, reading, and whole class instruction. The library clerk(s) will provide assistance to students as they use the library resources. Teachers must supervise the classes they bring to the library; they will remain in the room at all times. Parents and staff should encourage their students to use the library before school, during lunch, and after school. *In order for students to have access to computers during the school year, the parent must read the District Acceptable Use Policy (AR6162-7).*

### **Student Deliveries**

Due to the importance of instructional time, student deliveries will not be made during class time. Student deliveries may be dropped off at the front office to be delivered to students during advisory period.

Food deliveries that compete with LGA's hot lunch program are against federal law. If a parent wishes to deliver food to a student, the parent must bring the food to the front office during the lunch hour and leave it for the student.

Deliveries of birthday or other celebration items (like balloons, baked goods, flowers, etc.,) will not be allowed in class during instructional time.

### **Student Registration**

#### **Student Checkout from LGA**

Parents must check students out in person. A student who plans to transfer to another school shall notify the front office at least one week in advance. It will be necessary for the parent to verify the transfer by coming in person to the front office.

Students should notify teachers in advance so that any assignments and grades can be collected prior to the transfer. Students will receive a final check out sheet to take to all teachers and front office for signatures for final grades, verification that books and equipment issued have been returned in good condition, and any outstanding debts have been cleared. Students are responsible to complete all assignments required in a given course prior to receiving a final semester grade. Students who leave prior to the end of the semester will receive a grade in progress. Students will not be issued an official transcript until the final check out is completed, all money owed to the school has been paid, and the new school of attendance request records. Unofficial transcripts will be given to students when all paper work is completed and turned in to the front office.

#### **Student Billing**

Students who owe money to LGA via lost books, ID Cards, etc. are required to clear all bills as soon as possible. Students who owe money to LGA are automatically not eligible for extracurricular activities such as performances, dances, field trips, etc. Payment plans can be arranged on a case-by-case basis through administration. All billing shall be cleared via cash or money order.

If a student does not return school items or has accumulated unpaid debt, the California Education Code provides that LGA has the right to withhold official transcripts and/or report cards from the student until all items have been paid for or returned [Section 48904(b)].

### **Student Health Concerns/Requirements**

#### **Emergency Cards**

Each student must have a signed and completed emergency card on file in the front office. ***In order to ensure the safety of the students at school in case of emergency, parents must notify the school of any changes as soon as possible.*** These changes must be made in person and cannot be completed over the phone. To complete the changes please contact the front office.

#### **Students with Medications**

School policy does not permit students to bring either prescription or non-prescription medication to school and carry it around on their person.

Students may not take prescription or non-prescription medication during school hours without written parental/Doctor consent. Parents may come to school and administer the medication to their student themselves. School personnel may administer the medication provided that the permission slip, "*Physicians Authorization for Medication in School,*" has been completed by the parent and the doctor. This is necessary for prescription, non-prescription, and over the counter medications. The permission slip may be obtained from the front office.

Once the form has been completed, it should be brought to the front office along with the medication. Prescription medication information must be on the label, i.e. student's name, doctor's name, name of medication, dosage, time medication is to be given, and date medication was prescribed. Non-prescription medication (like aspirin, Tylenol, etc. and decongestants) must be in their original containers and clearly labeled.

Medication should be picked up by parents at the end of the school year or it will be discarded. Medication will not be sent home with students. The permission slip must be renewed at the beginning of each school year.

### Student Photo Identification Cards

All students are to have ID cards in their possession throughout the school day. Students **MUST** also have ID Cards in their possession while attending any school function. Students may be asked to show ID cards to any staff member. Failure to show an ID card constitutes a violation of school policy and will result in disciplinary action. Students who falsely represent themselves, or are caught using another student's ID card, will face disciplinary action.

Students will be issued one ID card and lanyard free of charge. ID cards that are lost, stolen, or destroyed become the responsibility of the student and will be replaced at a cost of \$5.00. If a student is unable to pay, that student's account will be billed for the amount due.

### Student Searches

A student's attire, personal property or school property including books, desks, and PE lockers may be searched by a principal or designee when there is reason to suspect a student possesses illegal items or illegally obtained items. A student's entrance into an unauthorized area constitutes reasonable suspicion.

### Technology – Acceptable Use Policy

The Natomas Unified School District ("District") will make its computing and network resources available to LGA students and staff solely for educational purposes and to carry out the legitimate business of the school. All other uses of District computing and network resources are strictly prohibited.

For the complete Natomas Unified School District Acceptable Use Board Policy please copy the following web address in your internet browser:

[http://www.natomas.k12.ca.us/files/DistrictDocuments/acceptable\\_use\\_policy.pdf](http://www.natomas.k12.ca.us/files/DistrictDocuments/acceptable_use_policy.pdf)

### Volunteer and Field Trip Driver Policy

All parents and community members who wish to be involved as volunteers or field trip drivers at LGA must adhere to the Natomas Unified School District's current policies. Please view [www.leroygreene.com](http://www.leroygreene.com) under "Forms & Documents" and select the Volunteer Packet for more information on how to become a volunteer.

### Visitors on Campus

To ensure campus safety, no person may be on school grounds unless they are an employee of LGA or NUSD, a cleared volunteer working at the school, or a registered student in good standing at LGA. Students **MAY NOT** bring visitors to campus.

Parents are always welcome to visit the LGA campus and may visit classrooms. However, we ask that each classroom visit be pre-arranged 24 hours ahead of time with the teacher to ensure the least amount of disruption. All visitors must check in with the front office upon arrival and receive a visitor's badge.

### **DRESS CODE**

#### *Dress and Grooming*

The parents of Leroy Greene Academy are charged with the responsibility of dressing their students in a manner appropriate for a school setting. In addition, under normal circumstances, no student will be sent to school wearing any kind of clothing, costume, and/or hair style which will tend to interrupt, disturb, or interfere with the normal educational program being carried on, either on the campus or in the classroom, or negatively affect the health and safety of individuals. The students must dress in such manner that will demonstrate good taste.

#### **Pants:**

- Denim jeans okay (jeans may not have elaborate/colored stitching/no red or royal blue pants or jeans allowed)
- All pants must be hemmed and must be worn waist-high (no sagging is allowed).
- **Sweat pants and warm-ups may not be worn (except for PE).**
- Leggings are not allowed in place of pants or skirts.

#### **Shorts:**

- Shorts must be hemmed, and when standing, they **MUST** have at least a 6" inseam.
- Shorts must be worn waist-high (no sagging is allowed.)
- **Athletic shorts may not be worn (except for PE).**

#### **Shirts/Tops:**

- Shirts must have a shoulder-width measurement of 3 inches (no tank/strapless/halter/fish-net/see through tops, off-the-shoulder, spaghetti straps, or muscle t-shirts are allowed).



- Shirts must cover the entire midriff section when arms are raised above the head.
- Red or royal blue shirts may not be worn
- All shirts must be free of professional sports team names and/or logos.

### Skirts/Dresses (Girls):

- Skirts/dresses must be 4 inches above the bended knee or longer.
- Skirts/dresses may not be form fitting.
- Undergarments must not be seen under skirts/dresses.

### Shoes:

- Shoes must be worn at all times.
- Students must wear tennis shoes or similar footwear for P.E. activities.
- Flip-flop shoes, socks, or sock-like footwear and slippers are not safe or appropriate for school and may not be worn.
- Sandals are not appropriate for P.E. at any time.

### Other:

- **Sweatshirts, sweaters and jackets may be plain, and may have LGA or other middle/high school logos, or college logos.** (No professional sports team names/logos). If sweatshirts have a hood, it is to remain off the head at all times while inside. Zippered sweatshirts, sweaters, and jackets may **not** be worn over inadmissible t-shirts or blouses.
- Clothing, jewelry, and other accessories, which present a safety hazard to the wearer or others are not allowed.
- Chains may **not** be worn or used to attach to wallets.
- Caps, hats, visors, or head covering may not be worn or visible at school except school-approved purchases and religious garb, which may not be altered.
- Attire that advocates or advertises any type of alcohol, drugs, tobacco or acts which are illegal, violent, obscene, or hazardous to one's health is not allowed.
- Attire with writing, graphics, or logos that are offensive or sexually suggestive, or that communicate negative or disrespectful attitudes may not be worn to school, or to any school function.
- Identifiable gang attire or colors are not allowed.
- Ripped, torn or frayed clothing, including pants or shorts that have been purchased with intentional fraying may not be worn.

*PLEASE NOTE: Wearing or possession of clothing, jewelry, accessories, or any manner of grooming, by virtue of its color, arrangement, trademark, or any other attribute, which, in the judgment of the staff denotes membership and/or affiliation with a formal or informal organization, which promotes or participates in disruptive or inappropriate behavior is prohibited.*

***Violation of the dress code will result in immediate in-school suspension until the violation is corrected, or until a parent/guardian brings a change of clothing or checks the student out of school for the day.***

***Refusal to correct the violation will be considered defiance and the student will be issued an appropriate school consequence.***