

SCHOOL OF THE FUTURE



2022 - 2023

**LEARNER & FAMILY HANDBOOK
CODE OF LEARNER CONDUCT**

Principal

Dr. John Smith Jr.

Grade Level Administration

Mr. Thomas Murtaugh, 9th Grade Academy Principal

Ms. Amanda Pointer, 10th Grade Academy Principal

Dr. Hyacinth Wood, 11th and 12th Grade Principal

Gary Onuekwusi, Climate Manager

STATEMENT OF NONDISCRIMINATION

The School District of Philadelphia, an equal opportunity employer, will not discriminate in employment or education programs or activities, based on race, color, religion, age, national origin, ancestry, physical handicap, sex, sexual orientation, union membership, or English proficiency. This policy of non-discrimination extends to all other legally protected classifications. Publication of this policy in this document is in accordance with state and federal laws including Title IX of the Education Amendments of 1972 and Sections 503 and 504 of the Rehabilitation Act of 1973.

SCHOOL OVERVIEW

The School of the Future is a comprehensive, technology rich educational program. We are charged to create, communicate and deliver an innovative, technological, solutions-based model of instruction that is replicable, as well as refine best practices that can be leveraged across the entire district and in communities around the globe.

VISION STATEMENT

Learning is: **Continuous, Relevant, and Adaptive**

The School of the Future, in partnership with the community, strives to ignite in learners a passion for learning that inspires a commitment to active citizenship by using technological innovation and engaging pedagogy.

MISSION STATEMENT

Utilizing a project-based, learner-driven instructional approach, the School of the Future will prepare learners to demonstrate mastery of 21st century competencies that will equip them for continuous success and with the ability to positively impact their immediate and global community.

CITY OF PHILADELPHIA COMMUNITY SCHOOL

Community Schools are a partnership between the City of Philadelphia, the School District of Philadelphia, and school communities to remove barriers to learning and support the success of each learner. The long-term goal of Community Schools is to ensure that every learner graduates college-, career-, and community-ready - and that communities are healthy, safe, hopeful, and supportive. In each Community School, a Community School Coordinator supports strategic partnerships and programs that promote wellness, stability, and learning opportunities for learners, families, and neighbors.

Message From the Principal/Chief Learner

This handbook serves as a guide for information about the expectations of learners, parents and staff as well as an overview of the systems and supports that are provided to maintain a positive, safe, and orderly school environment. This handbook is meant to serve as a guide to how individuals in the School of the Future act and resolve conflict.

We, as an organization and community, are profoundly aware of the ever changing landscape of our country and school systems and note that this guide must be flexible to meet the needs of our learner, parents, and community. In that, we are always committed to working collaboratively to resolve conflict and focus on restorative conversations first and foremost.

We look forward to another successful year as we work through multiple, and layered barriers to provide the best education possible for our learners.

In Partnership,

Dr. John Smith Jr.

SCHOOL ACADEMIC SCHEDULE

School begins promptly at 7:30 am and ends at 2:34 pm. Students may enter the building between 7 am and 7:25 am to eat breakfast and must be in class promptly at 7:30 am.

The District, School, and Administration office calendar is posted on the website: www.philasd.org. Any changes to this calendar will be posted there, as well as weather-related closures. Weather-related closures are usually posted by 5 AM of the day in question. We also update the website teacherease.com with our school calendar.

Click the link below for the School District of Philadelphia's

[School Year Calendar: 2022-2023](#)

COMMUNICATION METHODS

Parents/Guardians are not only our primary partners, they are our learners' primary support. In order for all partners to perform at their best, reciprocal communication is key. School of the Future is committed to maintaining consistent communication with parents/guardians via the following mediums:

School Numbers

- Main Office: 215-400-7790
- Main Office: 215-400-7791

ANNOUNCEMENTS

School of the Future uses social media to connect to parents, learners, and staff members. Please follow us on Facebook (www.facebook.com/phillysof) and/or twitter (@phillysof). Announcements are also posted on our website, sof.philasd.org. School announcements are also sent out via phone call & e-mail to the phone number on record in the main office and the e-mail address on record in teacherease.com.

- Make sure your phone number is always up to date in the main office
- Make sure you have registered your email address
- Follow School of the Future on Facebook (www.facebook.com/phillysof)
- Follow @PhillySOF on twitter and Instagram

SCHOOL CORE VALUES

Focus	Pay Attention Set Goals Ignore negative behavior Follow directions Come to school & class on time
Integrity	Take Ownership Be Honest Be Respectful Display a caring attitude Put your pride aside
Resilience	Be Persistent Pursue Goals Overcome Adversity Learn from your Mistakes Maintain Perspective

Evolution	Accomplish Goals Aim to Graduate Adapt to Change Become a Better You Think Innovatively
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HEALING TOGETHER AND CREATING SAFE SPACES

SOCIAL EMOTIONAL LEARNING

This year, considering that learners have been in a non-traditional virtual educational space, School of the Future is committed to ensuring that learners feel respected, welcomed, and as valuable members of the school community. We encourage student voice and choice as we make choices for the whole school community.

According to the School District of Philadelphia, social-emotional learning (SEL) is the process through which children and adults understand and manage emotions, set and achieve positive goals, feel and show empathy for others, establish and maintain positive relationships, and make responsible decisions (<https://casel.org/what-is-sel/>). Educators and parents/caregivers can support students' SEL skills by using a range of strategies and practices. As part of Healing Together, SDP is embracing social-emotional learning throughout the school day. Please review the following resources, which we will continue to update

RELATIONSHIPS FIRST (Restorative Justice Practices)

What is Relationships First?

Relationships First is a restorative justice-practices philosophy that emphasizes the importance of positive, authentic human connection and its link to both academic success and social-emotional learning. RF is aligned to the three-tiered MTSS/RTII framework:

- Tier I: community-building circles and restorative conversations
- Tier II: harm & healing circles (restorative mediation)
- Tier III: welcome circles (restorative reentry) and circles of support & accountability (restorative student support planning)

RF youth leaders can be trained to support, facilitate, and plan circles across all three tiers.

Where Does RF Come From?

RF is based on the indigenous circle work of many indigenous groups, most notably the Maori of New Zealand. RF is also based on the restorative justice MTSS model of Oakland Unified School District, coordinated by David Yusem and his team of RJ facilitators and supported by Fania Davis and her community organization, RJOY.

High Buy-in From Schools

RF originally started in Philadelphia in learning network 5, mostly in the Kensington area of the city. Because of its perceived success in a targeted cohort of schools, interest has generated widespread expansion across the city starting in November of 2018. By June of 2020, 88 schools have received training on one or more of the tiers, and over 85 schools are slated to implement some aspect of RF in the 2020-2021 SY.

Story of a School

Juniata Park Academy (JPA) is one of the first schools to adopt RF practices. They are a large K-8 school of over a thousand students in North Philly. They began implementation in their middle-years classes (5th-8th grade), using community-building circles once per week to build strong relationships between peers and staff members. They also trained youth leaders to help plan and facilitate these circles.

Once Tier I was established, the discipline team (two deans and the AP) were trained in Tier II harm & healing circles. Last school

year (2018-2019), JPA's discipline team facilitated 182 harm & healing circles. Harm & healing circles, a restorative form of mediation, measure success using three indicators:

- **Agreements were reached by participants**
- **Agreements were upheld and never broken**
- **Which may mean a punitive consequence was not necessary**

Using the criteria above, all 182 tier II circles were successful in reaching agreements. None of the students involved had continued conflicts with other participants in the circle. Of the 182 tier II circles held, 14% of students involved participated in additional tier II circles due to conflicts with different students. Out of the 14% that required multiple tier II circles, all were identified with requiring emotional support through SPED. This 14% of students are the tier III students, which we in RF language call Extra-Love (XL) Students, who will receive individualized intervention support.

JPA's discipline data indicates that RF harm & healing circles are an incredibly effective alternative to suspension. As SDP continues to move away from punitive discipline, strong, community-embraced alternatives to suspension, such as harm & healing circles, will be essential in implementing restorative discipline policies, procedures, and structures within schools. It's the tier I work, the community-building work, though, that is the backbone of restorative discipline, preventing suspensions, truancy, conflict, and ODRs through proactive, intentional relationship-building processes and activities.

For more information on Relationships First (Restorative Justice Practices) please contact Josh Staub, Director of Restorative Programming at Jstaub@philasd.org

COUNSELORS

Counselors are specially trained to help you when you encounter problems. Except for a true emergency, fill out an appointment slip prior to your visit, preferably before advisory. Counselors are assigned for grades 10-12 according to the last name of the learner. Counselors will be assigned and notification will be given to your child at the beginning of the school year. There is one counselor for grade 9.

Future has a specially trained learner assistance team to help learners with drug or alcohol abuse problems. Learners may refer themselves for help through their counselor, school psychologist, social worker, or school nurse.

PARENTS/COUNSELORS:

All parents/guardians will be required to conduct a daily Pre-Arrival Screening of their children at home, before their children leave for school, which involves taking temperatures daily and monitoring for symptoms of COVID-19 listed on page 2. If any of the symptoms are present, the parent/guardian must keep the student at home and contact the school nurse for further instructions.

Parents/guardians, students, are required to conduct a daily self-screen at home before reporting to school or work. [COVID-19 Building Pre-Entry Screening Form – Employee Health Services](#)

[Copy of Pre Screener for Parents to Post at Home](#); If they answer yes to any of the screening questions, they must not go to a school district

Symptoms of a COVID-like illness

Fever or chills

Headache

Nasal congestion

Nausea or vomiting

New or persistent cough

Shortness of breath or

Muscle or body aches

Sore throat

Difficulty breathing

Diarrhea

New loss of taste or smell

Fatigue

ACADEMIC AND GRADUATION EXPECTATIONS AND REQUIREMENTS

GRADING PROTOCOL GUIDELINES

CONFERENCES

It is highly encouraged that each family attends report card conferences or sends an emergency contact representative. To ensure that all learners are supported through their high school career and to ensure that learners meet their goals, it is imperative that educators and families work together. If you are unable to attend the conference in person, we can make arrangements for you to schedule a phone or video conference.

Parent/Teacher Report Card conferences are scheduled three times a year. Refer to the School District of Philadelphia's calendar at this link: [School Year Calendar 2021-2022](#)

COURSE SELECTION

Courses for the following school year are selected during the advisory period in January and February of the current year. Students are advised to review their selections with their parents and make a commitment to stand by their decisions. Students who miss their advisory period, when courses are selected, without an excused note, will have their courses selected for them.

GRADING POLICY:

Teachers have multiple opportunities to evaluate learner progress using a variety of assessment strategies. Grades include the following components:

Component	Weight
Tests	40%
Performance Based Learning	30%
Classwork	20%
Homework	10%

Note: "Performance-Based Learning" includes but is not limited to Projects, Labs, Research Assignments, Presentations, etc. All grades will be recorded in the district provided electronic grade book, Infinite Campus; the Learner Information System. It is recommended that learners receive written feedback in each course at least twice weekly - teachers would thus enter at least two grades per week.

GRADING SCALE:

The Alpha/Numerical Equivalency Chart below reflects the numerical mark assigned to each letter grade and applies to all subject areas:

Alpha	Num.	GPA	Alpha	Num.	GPA	Alpha	Num.	GPA
A+	100-97	4.0	A	96-93	4.0	A-	92-90	3.7
B+	89-87	3.3	B	86-83	3.0	B-	82-80	2.7
C+	79-77	2.3	C	76-73	2.0	C-	72-70	1.7
D+	69-67	1.3	D	66-63	1.0	D-	62-60	0.7
			F	59-50	0.0			

A grade of Incomplete (I) can be given in the following situations: Learner was enrolled for less than 15 days during the term or Learner was on extended medical leave (nurse confirmation required). Incomplete grades must be corrected prior to the close of the next term grading window or the grade will convert to a 50. Incompletes cannot be given during the final term of a course. The final grade for a course will be automatically calculated as an average of all term percent grades. Learners whose final average falls below a 60 will not earn credit for the course.

A new GPA calculation is being phased in with the class of 2022. The following GPA rules apply to all learner regardless of graduation year:

- Courses are assigned weights in the form of a multiplier based on their difficulty:
 - General courses = 1.00 multiplier
 - Honors courses = 1.15 multiplier
 - AP and core Dual-Enrollment = 1.20 multiplier
- Courses that are retaken after being failed (Credit Recovery) are calculated into the GPA with a numeric score of 65 / 1.0 GPA points.
- For credit bearing Pass/Fail courses added to transcripts before September 1, 2017:
 - Pass (P) or Met (M) = 70
 - Fail (F) or Not Met (N) = 60
- Pass/Fail courses added to transcripts after September 1, 2017 will not affect GPA.

Rank and Average: For inquiries about rank, average, and policies on weighting of transfer credits, please contact your counselor.

GRADUATION REQUIREMENTS

In order to graduate from School of the Future, learners must earn 23.5 credits:

4 English 3 Mathematics 3 Science 3 Social Studies 1 African American History	2 World Languages 1.5 Health and Physical Education 2 Arts and Humanities 5 Electives
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Note: One elective must be a college preparatory Math or Science course, or an AP.

Learners must complete a project (Senior Capstone Project) that involves more than one subject and demonstrates problem solving, communication, citizenship, school-to-career, and Stem competencies. Learners must complete a project that demonstrates citizenship through service learning. Note that SOF requires both service and a project.

Note: Learners must pass the Keystone Examinations in tested areas and complete Naviance and District required forms as well. If a learner does meet the graduation requirements, they will not be permitted to walk in graduation at SOF. They must attend summer school and participate in the District Graduation upon completion of the summer program. At that time, School of the Future will release the diploma and any other graduation materials.

PROMOTION POLICY

Promotion from grade to grade is based on credits earned:

- Promotion from 9th to 10th grade – 5 credits
- Promotion from 10th to 11th grade – 11 credits
- Promotion from 11th to 12th grade – 17.5 credits

SENIOR PROJECT

As a requirement for graduation, SOF students must complete the Senior Project, which consists of the following components: a research paper, interview, powerpoint or video presentation, and an oral presentation. It is to involve more than one subject, demonstrate problem-solving, communication, citizenship, school-to-career or multicultural competencies, and requires strong writing skills. Students will receive an information packet which will contain details for the completion of this requirement.

HOMEBOUND TEACHING

Homebound teaching is available to School of the Future learners in the event of prolonged illness requiring learners to be out of school for four (4) weeks or longer. The nursing office should be contacted for details concerning homebound approval. Physician referral forms can be obtained in the Health room.

INTERIM REPORTS

In an effort to keep parents advised of learner progress, interim reports (called Check and Reflects) will be issued at mid-report period during the school year although it is advised that parents follow the learner progress on Infinite Campus. Take these reports seriously – **it's rarely too late to turn around a failing grade!**

HONORS

Learners earning all As and Bs and one C on the *current marking period* report card are awarded **honorable mention** at the awards assembly. Learners earning all As and Bs (or all Bs) on the current marking period report card are awarded **honors** and at the awards assembly. Learners earning all As on the current marking period report card are awarded **high honors** at the awards assembly. The awards assemblies occur at SOF at the end of each quarter.

Distinguished - All "A's" with one "B" in a minor subject acceptable. Meritorious - All "A's" and "B's" except for one "C" in minor subjects acceptable.

PERFECT ATTENDANCE

Learners with **perfect** attendance for the marking period are also recognized at the honors assemblies. Perfect attendance is earned for being present and on-time for every day of the marking period. Learners who have valid excused absences/latenesses will not qualify for a perfect attendance award for that marking period.

NATIONAL HONOR SOCIETY

Learners with a minimum 3.2 GPA and no 3's in behavior will be eligible for induction in the National Honor Society. Learners may be inducted in years 3 or 4. If a learner's average falls below the 3.2 GPA minimum the learner will be granted one marking period to achieve at least the minimum required GPA. Once the learner has been dropped from membership the learner may not be readmitted. Learners ending their senior year as a member in good standing will receive special recognition at graduation.

STATE ASSESSMENTS (Keystone Testing)

All learners are required by the Pennsylvania Department of Education to take a state assessment over the course of several days in Algebra, Biology, and Literature. The scores of 11th graders (2023 Graduates) in Literature and Algebra will determine the academic standing of the school. **Learners are required to pass the Algebra, Biology, and Literature Keystone Exams in order to graduate.** The keystones are given at the end of the first time taking Algebra 1, Biology, and English 2. Learners who do not pass the first time will have the exam re-administered in the winter and spring of every school year until the learner passes, or becomes a senior.

COURSE SELECTION

We at School of the Future aim to give learners choice in their educational pathway. Learners will receive subject selection booklets and roster forms in the spring, including 8th grade. Learners can level up from regular to honors classes if they have a B or better after the first and second marking periods only. Learners who select an Advanced Placement cannot opt out of the class until the end of the first marking period. A roster change form must be completed and signed by parent, counselor and an administrator for all the above. **(It is highly recommended that all learners who register for honors Math classes obtain their own TI84+ calculators required for each course.)**

BEHAVIORAL EXPECTATIONS & RESPONSIBILITIES

WHAT IS BULLYING?

Bullying is characterized by the following three (3) criteria:

1. It is aggressive behavior or **intentional** harm doing.
2. It is carried out **repeatedly** over time.
3. It occurs within an interpersonal relationship where there is an **imbalance of power** (e.g. one (1) person is physically larger, stronger, mentally quicker or socially more powerful).

Bullying, may be **direct or indirect action**, which may include (but is not limited to):

- **Physical:** hitting, kicking, pushing, shoving, getting another person to hurt someone;
- **Verbal:** racial slurs, name-calling, teasing, taunting, verbal or sexual harassment, gossiping, spreading rumor; or
- **Non-Verbal:** threatening, obscene gestures, isolation, exclusion, stalking, cyber-bullying (bullying that occurs by use of electronic or communication devices through means of email, instant messaging, text messages, blogs, photo and video sharing, chat rooms, bash boards, websites, etc.).
- THE DISTRICT PROHIBITS ALL FORMS OF BULLYING BY DISTRICT STUDENTS.

Consequences for Violations:

Students who violate the bullying policy will be subject to the following disciplinary procedures:

- **First Offense:** Documented warning and parent notification;
- **Second Offense:** Parent conference, loss of school privileges, exclusion from school-sponsored activities, detention, and/or counseling within the school;
- **Third Offense:** Suspension or transfer to another classroom, school building, or school bus.

If the first offense is notably severe, a student may immediately be disciplined in accordance to the Code of Student Conduct. This could result in a long-term suspension (4-10 days); a referral for placement in an alternative education program; or expulsion.

WHAT SHOULD YOU DO WHEN YOU OR SOMEONE YOU KNOW IS BEING BULLIED?

Reporting Bullying Incidents:

Students or parents/guardians of students who have been bullied or witness bullying should immediately report such incidents to the school principal or designee, or to any other member of the school staff, including teachers, guidance counselors, coaches and administrators. Any staff member who receives such a report shall immediately notify the principal or designee. If the behavior continues or if the school does not take action, students or parents/guardians should report the incident to the district's hotline at 215-400-SAFE.

WHAT WILL HAPPEN WHEN AN INCIDENT OF BULLYING IS REPORTED?

There will be a quick and thorough investigation of all reports. If the allegations are found true, the Principal or designee will do the following:

1. Inform the student who bullies the results of the investigation;
2. Review the definition of bullying and the District's policy on bullying;
3. Punish the behavior relative to the number of offenses and the severity of the behavior; and
4. Notify the parents of the student(s) who bullies, including the actions of the student and the consequences.

WHAT HAPPENS TO STUDENTS WHO BULLY?

DISTRICT POLICY REGARDING BEHAVIOR (Code of Conduct)

The Code of Learner Conduct establishes policies, rules, and expectations for all school community members to learn, teach, and work together.

Consequences for learners who endanger school safety or disrupt the educational experience of others are listed in detail. The Code of Learner Conduct applies during school and on the way to and from school, including, but not limited to travel on School District vehicles, private transportation, and public transit systems.

Families and guardians are critical to our community. We ask that they please read and understand the Code of Learner Conduct and School Learner Handbook, and discuss them with their children. We understand that families and guardians know best how to make sure that their children understand the expectations that will lead to a safe and orderly school community.

This Code of Learner Conduct provides definitions of disruptive behaviors. Although some definitions include examples, the behaviors include, but are not limited to, the examples given.

Parents, guardians, and caregivers who have any questions or concerns are encouraged to contact the school principal and/or the Office of Learner Rights and Responsibilities at phone number

215-400-4830 or website - <https://www.philasd.org/learnerrights/>

SOF DISCIPLINE POLICY

Every parent and learner must familiarize themselves with the School District's Learner Code of Conduct which is available on line at the School District's website. (<http://www.phila.k12.pa.us/offices/administration/policies/CodeofConduct.pdf>) Contained in that policy are the list of disruptive behaviors pasted below. Keep in mind that the School District of Philadelphia expects that learners comply with school and district rules while traveling to and from school, whether it is on foot, on public or private transportation, or on school district vehicles. All responses to infractions contained herein are applicable to any and all misconduct that occurs on the way to or from school or school-related events.

RESPONSIBILITIES OF EVERYONE

- Respect all members of the school community.
- Maintain a positive school climate by being **responsible, respectful, and cooperative**.
- Communicate Code of Learner Conduct expectations for learners and staff.
- Motivate learners to live up to their expectations through positive reinforcement.

- Use good judgment to prevent minor incidents from becoming major problems.

RESPONSIBILITIES OF EDUCATORS

- Provide communicate clear behavioral and academic and expectations in the classroom that align with district and school policies
- Provide a classroom environment that is safe and conducive for learning to take place.
- Use skills learned in leadership to prevent minor incidents from becoming major problems.

RESPONSIBILITY OF ADMINISTRATORS

- Implement the Code of Learner Conduct and all disciplinary procedures in a fair and consistent manner.
- Provide learners and parents all disciplinary policies, notices, and materials in their preferred language free of charge.
- Inform all school personnel, parents, and learners of discipline policies.
- Review and act upon allegations and requests from school personnel concerning violations.
- Teach and maintain a learning environment that leads to academic success.
- Hold learners accountable for disorderly conduct in school and on school grounds.
- Address rule violations with multiple strategies to keep learners in school.
- Use professional judgment to prevent minor incidents from becoming major problems.
- Provide training for teachers and staff in creating and maintaining a respectful school climate, discipline issues, de-escalation, trauma in youth, restorative practices and other training requested by teachers and staff for the purpose of improving school climate, safety, and/or learner outcomes.

RESPONSIBILITIES OF LEARNERS

- Respect all members of the school community.
- Understand and comply with school rules and climate expectations, including the Code of Learner Conduct and School Learner Handbook.
- Comply with the School District's attendance, dress code, unlawful harassment, and bullying policies.
- Behave in a manner that focuses on academic success.
- Be responsible and accountable for following rules.
- Respect our country and its flag (Learners may decline to recite the Pledge of Allegiance and may refrain from saluting the Flag but shall respect the rights of classmates who wish to participate)

RESPONSIBILITIES OF PARENTS AND GUARDIANS

- Respect all members of the school community.
- Respect, understand, and support school rules and regulations.
- Respect, understand, and support the policies of The School District of Philadelphia.
- Recognize and understand that school personnel must enforce school rules.
- Teach children to respect the rights of others and follow school rules.
- Emphasize the importance of being prepared for school and adhering to school rules to foster academic success.

In addition, we have SOF-specific rules that learners and educators are required to follow.

1. Learners are not to visit the help desk, roster office, or main office during class time. They are expected to conduct this type of business during the lunch period, with a hall pass provided by the food court support staff.
2. Speakers, video game systems, and earpods, and headphones are not permitted to be used in the hallways and classrooms (unless authorized by an educator). Learners may use these devices in the food court during their assigned lunch period.
3. Disruptive behavior and offensive language (includes but is not limited to hate speech and profanity) is not and will not be permitted. This restriction includes language used in common areas, such as classrooms, hallways, restrooms, and the food court.
4. Learners must wear the school uniform. The uniform must also be worn on all school trips. (SEE UNIFORM POLICY)

PROGRESSIVE DISCIPLINE

SOF utilizes a progressive discipline structure in accordance with the School District of Philadelphia’s Office of Student Rights and Responsibilities. Through this process, learners receive consequences in a tiered system that range from restorative conversations to out-of-school suspension. Suspensions will be used as a last resort and may be reported to colleges and impact a learner’s application status. Significant infractions may result in a lateral transfer, a disciplinary school assignment, or expulsion referral.

Disruptive Behaviors	Rule	Consequence Levels*				
		Level 1: In-School Interventions (including in- school suspension)	Level 2: Out-of- School Suspension	Level 3: Contract w/ Intervention or Lateral Transfer	Level 4: Disciplinary School Assignment	Level 5: Disciplinary School Assignment w/ Expulsion Referral
Levels 3, 4, or 5 Consequences require a referral to the Office of Student Rights and Responsibilities.						
Failure to follow classroom rules / Creating disruption	1A	✓				
Inappropriate dress	1B	✓				
Failure to carry hall-pass and/or appropriate ID	1C	✓				
Failure to participate in class / Unpreparedness	1D	✓				
Truancy / Excessive tardiness / Cutting class	2	✓				
Possession of inappropriate personal items	3B	✓				
Profane or obscene language or gestures	4	✓				
Inappropriate use of an electronic device	5B	✓	✓	✓	✓	✓
Mutual fighting (without serious bodily injury)	6	✓	✓			
Forgery of administrator, teacher, or parent's / guardian's signature	7	✓	✓			
Alteration of grade reporting, excuse notes, and/or school documents	8	✓	✓	✓	✓	
Destruction and/or theft of property (less than \$500)	9	✓	✓	✓		
Harassment (including Sexual Harassment)	10A	✓	✓	✓	✓	✓
Bullying / Cyber-bullying	10B	✓	✓	✓	✓	✓
Intimidation	10C	✓	✓	✓	✓	✓
Sexual act (consensual)	11	✓	✓	✓		
Threatening students / staff with aggravated assault	12		✓	✓	✓	
Destruction and/or theft of property (totaling \$500 or more)	13		✓	✓	✓	
Breaking and entering school property	14		✓	✓	✓	
Robbery	15A		✓	✓	✓	✓
Extortion	15B		✓	✓	✓	✓
Mutual fighting (with documented serious bodily injury)	16		✓	✓	✓	
Simple assault	17		✓	✓	✓	
Possession of alcohol and/or drugs	18		✓	✓	✓	✓
Possession and/or use of fireworks, incendiary devices and/or explosives	19		✓	✓	✓	✓
Assault on school community member(s)	20		✓	✓	✓	✓
Instigation and/or participation in a group assault	21		✓	✓	✓	✓
Aggravated assault	22		✓	✓	✓	✓
Sexual act (non-consensual)	23		✓	✓	✓	✓
Possession of a weapon	24				✓	✓
Reckless endangerment	25		✓	✓	✓	✓

*Consequence Levels are not mutually exclusive. If a student is referred to the Office of Student Rights and Responsibilities, that student will also be suspended out of school for some period between 1 – 10 days.

OUT-OF-SCHOOL SUSPENSION

The purpose of an out-of-school suspension is to have both the student and parent recognize that the student was engaged in some type of serious, disruptive, non-acceptable behavior. Therefore, if suspended, a student will only be reinstated after his/her parent or legal guardian meets with the appropriate dean or administrator. **Brothers, sisters, aunts, uncles, and other relatives or friends of the family are NOT permitted to reinstate suspended students (unless they are an approved adult in SIS).** Further, phone calls are not acceptable for reinstatement.

Students who are suspended are not permitted in the building or on school grounds. Nor, may they participate in any school activities. Students who are suspended and are found on school grounds are considered trespassing.

Wearing Masks:

When worn properly, wearing a mask helps reduce the spread of COVID-19 by reducing droplet transmission between people. As a reminder, face masks do not replace the need to maintain social distancing, frequent hand washing, and our rigorous cleaning and disinfecting routines. In accordance with Centers for Disease Control and Prevention (CDC) guidelines, the Philadelphia Department of Public Health (PDPH), and the Pennsylvania Department of Education (PDE), all School District of Philadelphia employees, students, contractors, vendors, and visitors must wear a face mask that covers the mouth and nose at all times while in a District space (buildings, security desks, conference rooms, elevators, etc.). Masks containing valves are not an acceptable covering in District buildings.

(Gaiters and Ski Mask are also not approved face masks in District buildings. In addition, the following unapproved face wear will be confiscated before entering the building.)

As noted in the January 3rd SDP Office of Communication email, in a continued effort to keep students and staff healthy, the District's extensive mitigation measures and safety protocols will continue to be in place in the new year. This includes mandatory masking for students and staff, a vaccine mandate for staff and student athletes, weekly COVID testing for staff, frequent handwashing, air purifiers in classrooms and more.

Progressive Discipline

- Learners will receive a verbal prompt to wear the mask properly from a staff member
- Learners will be recommended to the Climate Manager if they do not comply after two verbal warnings and will receive a letter to take home for parents/guardians regarding the mask mandate.
- Learners who do not comply with the mask mandate may be sent home and require a parent/guardian meeting to review the Learner's handbook policy regarding mask requirements.

To remain safe families should:

- Get a flu shot and the COVID-19 vaccine or booster if you haven't yet done so. The vaccine is now available for everyone five and older. Visit www.vaccines.gov to find a vaccine or booster location near you. Or call 215-685-5488 if you have questions about vaccination.
- Wear a mask that covers your nose and mouth when in indoor public places and outdoors where there is a high risk of COVID-19 transmission, such as crowded events or large gatherings. **For everyone's safety, starting in January, students and staff who do not comply with mask wearing requirements in schools will be sent home for the day.**
- Get tested, it's free - we are asking everyone in our schools and offices to get tested prior to spending time with family and friends over the holidays and prior to returning to schools to ensure you are COVID free when we reopen, especially if you have symptoms of COVID-19 or have had close contact with someone who has COVID-19. To make it easier, all SDP testing sites will remain open for staff and student testing from 9am-6pm, Monday through Friday during the winter break:

- South Philadelphia High School (2101 S. Broad St)
- Samuel Fels (5500 Langdon St)
- Overbrook High School (5898 Lancaster Ave)
- MLK High School (6100 Stenton Ave)
- Thomas Edison High School (151 West Luzerne St)
- Northeast High School-new (1601 Cottman Ave, corner of Glendale and Bleigh Ave).

LEARNER CELL PHONE POLICY & GUIDELINES

Cellphones are not to be used during school. Every learner is assigned a personal Yondr Pouch. While the Yondr Pouch is considered school property, it is each learner's responsibility to bring their Pouch with them to school every day and keep it in good working condition.

DAILY PROCESS

As learners **Arrive to School**, they will:

- 1) Turn their cell phone off.
- 2) Place their cellphone inside the Pouch and secure it in front of school staff.
- 3) Store it in their backpack for the day.

At the end of the day, learners will open their Pouch, remove their phone, close their Pouch and put it in their backpack. Learners must bring their Pouch to school with them each day.

*Learners leaving early will unpouch their phones in the **Main Office**.

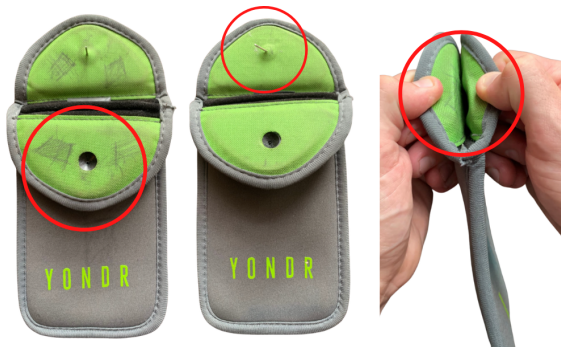
VIOLATIONS

Pouch Damage / Lost Pouch / Using Cellphone During School

If a learner damages their Pouch or is caught on their phone, Administration will collect the cellphone/Pouch and call home:

- A Parent/Guardian will be required to come to school and pick up their learner's phone.
- The learner may serve after school detention or lose an after-school privilege.
- Lost Pouch will be \$30

Examples of damage:



- Ripped
- Cut
- Torn
- Pen/pencil marks
- Bent/cut pin
- Signs of force to black button on flap

Forgotten Pouch

If a learner forgets their Pouch, **their cellphone will be collected and Admin will call home to remind the Parent of the policy**. The phone will be returned to the learner at dismissal.

If a learner consistently forgets their Pouch, it is considered Lost.

Refer to the Lost Pouch policy above.

ADDRESS OR TELEPHONE NUMBER CHANGES (LEARNER INFORMATION)

If, at any time after the beginning of the school year, your home address or telephone number changes or if parents' business address or telephone number(s) change, you must inform the Main Office and your Advisor. This is essential for handling emergencies. Be sure to provide 2 Proof of Address Items from #3 listed in the enrollment guidelines found at [SDP Enrollment Guidelines](#)

ASSEMBLIES

Assembly schedules will be posted in advance and set out to provide clear communication to learners regarding the culture of the school as well as upcoming events and other pertinent information. Be sure to attend and leave distractions aside.

BELL SCHEDULE

Your advisor will inform you of the bell schedule if there is a change each day or it will be stated in the daily announcements as well as a Robocall. School begins promptly at 7:30 am and ends at 2:34 pm

BUS ROUTES AND SEPTA FARE CARDS

Schedules for the year are available in the main office. You are asked to always be courteous when representing SOF outside of school. (See Septa Fare Card Section for Details)

FOOD COURT

Learners must eat inside the food court. Learners are not permitted to eat food in the streetscape. Learners are not permitted to sit beyond the second light post in the streetscape.

The cafeteria is a place for you to unwind and socialize, however we will still maintain a RESPECTFUL, RESPONSIBLE, AND SAFE environment.

Learners are expected to report only to the food court area during your designated lunch period. Learners are expected to follow all safety guidelines according to the School District's policy and CDC guidelines. Learners are required to throw away their trash after they finish eating. Learners are required to produce their I.D. cards to gain entrance to the food court. Learners must report to the lunchroom first and then obtain a hall pass in order to go to the nurse, roster office, ILC and/or counselor.

Written permission and/or a special pass are required in order to enter and/or leave the food court area during lunch if other than the designated time. **Learners are not permitted to leave school premises for lunch** and are subject to disciplinary consequences if they do so.

BREAKFAST

Breakfast is from 7:00 to 7:25. Class begins promptly at 7:30. Learners may use the lunchroom, prior to 8:30am, for **breakfast** and during their scheduled lunch periods. Learners who eat breakfast after 7:30 will be marked late or absent from class. Learners must scan in when reporting to the cafeteria for lunch. Learners are not permitted to leave the school or school grounds during their assigned lunch period. Eating takes place in the cafeteria, only.

ORDERING LUNCH

Learners are not permitted to order lunch from any restaurant or ride share service. Learners are not permitted to bring hot beverages to school or to put liquids in the scan machine. Learners are not permitted to have lunch dropped off to them for any reason. Learners who do not adhere to this norm may be subject to disciplinary consequences.

- Students may attend only the assigned lunch period.
- Students must wait their turn in the food line, in an orderly fashion (students may not jump ahead of others already waiting in the lunch line).
- Students are required to clean up after themselves; students will keep tables and the surrounding area clean. When finished with lunch, students will place all bottles, containers, papers etc. in the receptacles.
- Students must be seated during lunch.
- Absolutely NO food or beverage is allowed to be taken out of the cafeteria.
- The central walkway between the two entrances must be clear at all times.
- While card playing is acceptable, all forms of wagering are prohibited.
- Learners are not to leave the cafeteria area until their lunch period is over unless they have permission from the teacher on duty.
- Any kind of cafeteria disruption, unruly conduct, or failure to observe the above rules and regulation will result in

disciplinary action.

- Misappropriation of a Learners identification number (PIN) is forbidden.
- All learners MUST adhere to the SOF dress code policy while in the cafeteria.
- Learners who fail to follow these rules will be subject to progressive disciplinary action.

EATING IN THE CLASSROOM

Eating in the classroom is not permitted and is a violation of the mask mandate and the school policy. Eating includes candy, chips/snacks, sandwiches etc. Learners will be asked to put their food away, trash it, or it may be confiscated, learners who violate this expectation will be sent home and will be asked to return with a parent or guardians. Parent conferences will be held via Zoom or in person with a limit of two people per learner.

HEALTH ROOM

The school nurse is available five days a week. All first year learners are required to have a physical examination form completed by their primary care provider. A physical examination form can be obtained from the school nurse. Learners must have a request for administration of medication form completed in order to take medication in school. Medication forms can be obtained from the school nurse. A medication form must be completed every school year in order for the learner to take medication in school. Learners who become ill during the day should obtain a pass from their educator to go to the health room **during open health room hours**. Please keep in mind that we have several learners who suffer with severe medical needs. Those learners do require daily medical attention that make health room open hours a necessity.

Emergencies will be seen at any time. Learners may not leave the school unescorted. It is important that parents/guardians supply the school with up-to-date home and emergency numbers. **For the safety of the learner and per school district policy, learners who are ill are not to call/text parents/guardians on their cell phone.**

MEDICATIONS

Students are not to bring any kind of medication to school or to self-administer any kind of medication.

Should the occasion arise that a student must take medication during the school day, a physician must prescribe the medication, and arrangements must be made through the nurse's office for the nurse to administer the medication. The physician must complete official forms that include diagnosis, dosage, and time for the medication to be given during the school day. All medication and prescriptions are to be brought in their original bottles to the nurse and kept in the health office. Over-the-counter drugs, including cough medicine, aspirin, etc., must also be accompanied by a doctor's note.

LOCKERS

Lockers are the property of the School District of Philadelphia. The School District reserves the right to enter lockers at all times, without permission of the learner assigned to the locker. Since lockers are programmed to respond only to each learner's unique ID card, learners are not to give their ID cards (and therefore access to their assigned lockers) to anyone else. **Learners are not to share lockers under any circumstances. Learners are responsible for any and all items present in their lockers at the time of a search.**

NOT ALLOWED

In addition to the aforementioned policies, SOF maintains a student discipline code that prohibits the following, all of which are addressed in the student handbook: simulated fighting/play fighting, and outerwear such as hoodies, worn anywhere in the building, iPods, Bluetooth speakers, radios, cameras, hand-held video games, etc. (Please note that recording staff or students without their permission is a serious, and in some cases, illegal activity and will be treated as such.) gambling using cards, dice, and potential gambling devices possession of tobacco products and paraphernalia, including pipes and matches/lighters and/or smoking in the school building, on school grounds or at school sponsored activities; eating/drinking in classrooms (except where lessons involve such activities); truancy and/or cutting class; lateness to class and/or school, and leaving the school building and/or grounds without authorization.

CLOSED CAMPUS

Once learners arrive on the school grounds, they are **NOT** to leave before their dismissal time. A learner who leaves campus without permission will be considered truant, as well as cutting. Learners who leave school grounds without permission and

return will be subject to a safety search. A parent/guardian conference via phone or in person may be required before the learner can return to school. This policy is in place to protect the safety and well being of all our learners.

CONTRABAND

Contraband is defined as the following and any and all items deemed to be potentially disruptive to the learning environment. Contraband seized during the scans will be confiscated, as directed by state law, and will not be returned, these items include but are not limited to the following: Vape Pipes, Vape Paraphernalia, Marijuana, Portable Speakers, Weapons, Tobacco products, lighters and matches, Alcohol, Hookah Pipes, E-Cigarettes, Mace, Pepper Spray, Laser Pointers, Glass Bottles, Gambling Materials of any kind and Non-prescription drugs.

They will be confiscated and not returned. A learner will also be subject to Level I discipline for possession of either of these items. A learner discharging or using either of these items in the building or proximate to other people will be disciplined according to the Student Code of Conduct.

POLICE ARREST

Any person entering the high school and disrupting the normal educational process of the school is subject to arrest for disorderly conduct and other offenses, as deemed appropriate. Parents are expected to be a role model for their son/daughter and other students by conducting their behavior in a professional and appropriate manner.

Any student who acts disorderly and interrupts the educational process at School of The Future is subject to arrest for disorderly conduct and other disciplinary actions. Students, who engage in a fight or encourage others to fight, are subject to arrest for disorderly conduct, simple to aggravated assault, including terroristic threats, and other serious crimes. Other disciplinary actions may include moving the student to a more appropriate/restrictive educational setting and/or scheduling a hearing before the appropriate authorities for an expulsion.

VANDALISM and GRAFFITI

Vandalism and graffiti constitute destruction of school property. Students found damaging or writing on any school property are subject to suspension, arrest and prosecution, and/or financial restitution. Students in possession of any graffiti paraphernalia will have said items confiscated and will be subject to disciplinary action, including prosecution under the law. Permanent/magic markers, spray paint, paint sticks, whiteout, and other graffiti paraphernalia are not permitted on school grounds.

SIMULATED FIGHTING/PLAY FIGHTING

Play fighting/simulated fighting is an activity in which a person or persons act as though they are in combat, but without actually meaning to harm their partners. This behavior is disruptive to our school climate and may lead to physical injury to the participants and to other learners and staff. Because of this, the school views simulated fighting/play fighting as tantamount to fighting. **Any learners involved in simulated fighting/play fighting will receive the same consequences as fighting.**

ACADEMIC HONESTY

Violations against academic honesty include, but are not limited to, copying and submitting another's homework, as one's own, as well as cheating on an essay, paper, quiz or test. Cheating is defined as obtaining or giving information that assists one's own or another's performance. This includes activities that take place both in and out of the classroom. At School of The Future, the use of unauthorized aids, whether by writing, verbal, or coded means, is strictly forbidden. A grade of "zero" will automatically be given for all cases of academic dishonesty. Disciplinary measures will be taken, as appropriate.

PLAGIARISM

Plagiarism may be as blatant as the direct copying of quotations or whole papers, or as subtle as the failure to cite an author's ideas or interpretations – whether in print, electronic, verbal, audio and/or visual form. These actions are strictly forbidden and represent contempt, both for the original author and for the audience to whom the stolen ideas are presented.

Advice:

Prior to doing any research project, be sure that you are perfectly clear as to the method that your teacher wants you to use

when citing the sources you use, the number of sources to be used, and the types of sources to be used.

If you are not sure about the use of a particular source or the need to cite the source, ask your teacher.

Ignorance is not an acceptable excuse for plagiarism.

Penalties:

You will receive an automatic zero for the research project/paper on which you plagiarized.

Repeated incidents of plagiarism will result in other disciplinary actions.

TRESPASSING

Learners are not permitted to remain in the school building, or upon school grounds after dismissal without staff supervision. Any student found in the building without supervision is considered trespassing and may be subject to disciplinary action.

Learners who are coming back to the school building after sporting activities/events are not permitted to reenter the school building unless a staff member accompanies them. The staff member must escort the students to their destination(s) and ensure the students have exited the building safely.

Learners are not permitted to re-enter the building once they have left without staff accompaniment.

SMOKING

Smoking or being in possession of smoking paraphernalia is not permitted in school, on school grounds, or at any school-sponsored activity. Students found in violation of this rule will be disciplined.

OFF CAMPUS ACTIVITIES

Disciplinary action(s), normally taken for acts occurring on school grounds, will also be taken for acts occurring on a bus that is owned, borrowed, rented or leased by the District, at any place at which a school-sponsored or school-related function takes place, at any other school within the District, or at any time or place on the way to school or the way home from school.

The school reserves the right to administer discipline for any other activity, whenever and wherever such an activity occurs, if such an offschool activity may reasonably be interpreted to threaten the ability of the school to maintain a safe, orderly and disciplined educational environment. When it is brought to the attention of the school that a student has engaged in such conduct off school grounds, the administration shall conduct an investigation, as deemed necessary and appropriate, including cooperation with law enforcement authorities, and may initiate disciplinary action in the same manner as if the action had occurred on school grounds during the school day.

DIGITAL CITIZENSHIP AT SCHOOL OF THE FUTURE

MAINTAINING A HEALTHY SOCIAL MEDIA AND DIGITAL PRESENCE

Learners (and Staff) at SOF are expected to act as responsible “digital citizens” whenever they use electronic technology such as cellphones, Chromebooks, tablets, computers, the internet, etc. for education and communication. Being a good digital citizen includes, but is not limited to, the following code of digital ethics:

- **Be Respectful**
- **Be Responsible**
- **Be Cooperative**

Be **respectful** in all communications. The best rule of thumb here is, “How would you feel if...?” Before you send any kind of message electronically, always take some time to think first of the person or persons who will be reading the message you’re trying to communicate. Try to place yourself in their shoes.

If you were them, would you feel respected if you read the message you’ve composed? If not, then what part or parts of the

message should you change before sending it?

Act **responsible** for all communications. Spreading false or inaccurate information electronically can hurt people's feelings and reputations. Acting academically responsible also is very important when using technology to complete and submit your classroom assignments. Have you made it clear to your reader when you're presenting the ideas and/or writings of others, as opposed to your own?

Learn about plagiarism, and how to avoid it in your digital activities.

Be **responsible** in all communications. In addition to being respectful and safe, it's always important to think ahead about what kind of impact your digital communications and actions may have.

What, for example, could happen as a result of something you post online? Could one or more persons start thinking or acting a certain way because of it? Could someone end up getting physically hurt or emotionally hurt because of it? Could it damage the reputation of not just yourself, but maybe the reputation of others or even the reputation of School of the Future?

Accept ownership over whatever you do digitally, and take whatever time, thought, and care may be needed to ensure that all of your digital actions occur with that sense of ownership and responsibility in mind.

Digital citizens at School of the Future also follow the School District of Philadelphia's rules and policies on computer and internet usage. (SEE APPENDIX LINK AT THE END OF THE DOCUMENT

DRESS CODE/UNIFORMS

The School District of Philadelphia has approved a school uniform policy for all learners and became mandatory on September 1, 2001. School of The Future (SOF), parents, caregivers, and legal guardians are essential in helping SOF students be held accountable for wearing their uniforms daily. Therefore, SOF decided on a uniform policy consisting of the following:

- School of the Future (SOF) learners are required to wear a red, gray, or black polo collared shirt or any School of the Future top (Swag).
- Learners may wear jeans, sweatpants or pants.
- Pants, skirts, and shorts must be worn at the waist and reach the knee.
- Pants, shorts, and skirts must be clean and untornd. Pants and skirts may not have holes, rips, or tears in them.
- Compliance with the Dress Code is required. SOF will follow all state guidelines and CDC recommendations to keep our learners and staff safe which may mean the requirement of cotton face coverings (Mask).
- Failure to follow the guidelines will result in exclusion from school and possibly other school-related activities.

NEVER PERMITTED AT SOF:

- ball shorts
- yoga/workout pants
- holes or other distressed styles
- open toed shoes/sandals/flip flops/slippers
- tank tops, midriffs, or sleeveless styles
- leggings/tights as pants
- jeggings

PE uniforms may not be used in replacement of school uniforms

HOODIES/SWEATERS

The uniform clothing, which may be purchased [online](#), must be the visible outside layer of clothing at all times. Hoodies, jackets, or sweaters that are not School of the Future issued may not be worn while in the building.

SHOES

Open toed shoes/sandals/flip flops of any style are not permitted. Hats are not permitted to be worn in the building.

PHYSICAL EDUCATION UNIFORM

Learners must wear proper athletic attire and sneakers for physical education class. Black soled sneakers are not permitted.

Preparation for P. E. is important and includes wearing the proper attire. A learner who is unprepared will not be given credit

DRESS DOWN DAYS

We believe that dressing in an appropriate manner will help the school fulfill its responsibility to prepare learners for their future.

Under no circumstances will learners be permitted to wear any of the following even on designated “dress-down” days:

- Thin strap tank tops, muscle shirts
- Distressed or ripped jeans or ripped clothing
- Fishnet shirts/shorts, see-through clothing/plunging necklines
- Bare midriffs, halter tops
- Leggings/Tights/Sweatpants
- Dresses and shorts shorter than the knee
- High heels (above 3” high)
- Open toed shoes, slippers or slides, strapless shoes
- Hats, caps, hair scarves, hoods on their heads, or bonnets

FIELD EXPERIENCES

Learners may have the opportunity to participate in supervised, school- sponsored Field Experiences, Internships and Externships. They are reminded that all expectations of School of the Future remain in effect. They must have signed permission to participate. Failure to follow school rules may limit their ability to attend these trips. Learners must maintain good attendance and a satisfactory acad

FIRE DRILLS

The buildings are well equipped with fire alarms that sound a series of signals, throughout the building, floor, and alerts the fire station. The safety of all people in the building depends upon the correct and orderly departure of each individual. The particular exit to be used depends upon the room in which the pupil is located when the alarm is sounded. A complete copy of instructions is posted in each room of the building. Read it before you need it. There should be as little talking as possible during a fire drill. Follow the teacher's instructions for a safe and orderly evacuation of the building. Stay with your class.

FOOD DELIVERIES

Learner are not permitted to order food from outside entities i.e. UberEats, Grubhub, and Doordash. Deliveries will be confiscated and returned at the end of the day when a designated administrator is available.

HALL PASSES

No learner is permitted to be in the hallways without a signed official pass from an authorized person. Failure to comply will result in the presumption of cutting. Hall passes will not be issued 10 minutes after a period begins, and 10 minutes before a period ends. It is the responsibility of learners to obtain an official signed hall pass. Learners must report to the foodcourt first

and then obtain a hall pass in order to go to the nurse, roster office, library and/or counselor unless they have a pass from their teacher.

ID CARDS (PHOTO)

Each learner is issued a photo identification card. You must wear this card or have it visible at all times. If you lose your card, you must purchase another one for \$10.00. Failure to present your I.D. upon request may result in disciplinary action. Temporary I.D. cards must be secured at a cost of \$2.00 EACH DAY (added to the learner account which must be settled prior to graduation or transfer to a different school) when you enter the building, and are to be carried throughout the day. Juniors may opt to retake their freshman pictures at a nominal fee of \$5.00. There is a \$ 5.00 fee for intentional damage to an I.D. card. After a learner has received 10 unpaid temporary I.D.s, parents will be requested to come to school to clear the debt.

LOCKERS

Lockers are the property of the School District of Philadelphia. The School District reserves the right to enter lockers at all times, without the permission of the pupil assigned to the locker. Each learner is assigned two lockers, one for books and clothing (regular) and the other for gym clothes if they are scheduled to PE. There is no fee for the use of a regular locker. You may only use a school lock for Gym Lockers. **THE SCHOOL WILL NOT BE RESPONSIBLE FOR LOST OR STOLEN ARTICLES.**

Do NOT share lockers or combinations. The owner of the locker will be held responsible for the contents in it. The locker office is located in the library corridor on the first floor. Learners are not permitted to have or keep glass bottles in their locker or on school property.

LOST AND FOUND

Return all lost and found articles immediately to the main office. At the end of the week all items will be removed and donated. All electronic devices lost or found will go through the School Safety Office.

OFF LIMIT DOORS AND OTHER AREAS

Students who are caught opening or leaving via “off-limit” doors are subject to severe disciplinary actions, the loss of various extracurricular activity privileges, and other progressive disciplinary measures. In an effort to maintain a safe and secure environment for our students and staff, any student caught opening a door or propping a door open to let another student or non-staff person into our school premises will automatically receive a three-to-five day out-of-school suspension, in addition to the above-mentioned penalties. Students under any circumstances without adult staff supervision may not use areas, including but not limited to, the theater entrance, building engineers entrance, food delivery entrance, and other entrances that are not the front door.

PARKING POLICY

Parking in the school parking lot is a privilege extended to the faculty and staff of SOF. Learners are not permitted to park on school grounds unless they have a parking permit for the vehicle. Learners must park in the designated learner parking area in the lower lot near the amphitheater. The Principal or designee may issue parking permits to learners who meet the following criteria and provide the documentation listed.

Must be a member of the Junior and Senior class. After January 1 and on a space available basis, members of the Junior class who are sixteen years of age may be considered for parking privileges.

1. Must have a C average or better.
2. Must have a good attendance/lateness record; i.e. No unexcused absences, no more than 5 absences per report period except for long term illness or injury, no unexcused latenesses, no more than 5 latenesses.
3. A “clean” discipline record: i.e. no more than six discipline “contacts” during the entire time at SOF.
4. Must present a valid driver's license.
5. If the learner owns the vehicle, they must present a valid registration card for the vehicle.
6. If the learner owns the vehicle, they must present valid proof of insurance.
7. If the vehicle is owned by a third party (parent/guardian), the third party must appear in person with the documentation noted above.
8. If the vehicle is owned by a third party (parent/guardian), the third party must appear in person and sign a form authorizing the learner to use the vehicle to travel to and from school and assuming responsibility for the learner's use of

the vehicle.

In the event that a learner does not adhere to the school's code of conduct their parking privileges will be revoked.

Philadelphia Police will ticket any unauthorized parking. Failure to adhere to the parking rules will result in loss of parking privileges. Any persons who park in the fire lane will be ticketed and/or towed

SCHOOL PROPERTY

We provide all SOF learners with the computers and other tools needed to be successful. When issued to you it is **your** responsibility - if damaged, lost, or stolen you are required to replace it. Save your receipt after returning your chromebook or textbooks. They will provide proof if there is a discrepancy. If the barcode is removed or tampered with, the learner is responsible for the cost of the book or chromebook.

VISITORS AND ENTRY TO SOF CAMPUS

All **learners** arriving at SOF must enter through the main doors. Once inside, there will be Personal Learner Identification Card (Swipe) machines, walk-through scanners and airport type x-ray screening machines with conveyor belts.

1. Learners go through metal detectors and continue on to scan their ID cards.
2. All metal or electronic items should be placed in book bags before approaching the x-ray machine.
3. Once the bag or package is placed on the conveyor belt, walk through the metal detector. If no alarm sounds, proceed.
4. If an alarm does sound, remove any overlooked metal, and proceed through again. A "wand" search may follow if the metal detector continues to sound.

Visitors must show a license or state photo I.D. card, sign in and out at the Security Desk at the main entrance, and complete a Covid-19 Building Screener Form. They must report directly to the main office. If a parent wishes to conference with an educator or team during the school day, arrangements should be made by phone or email prior to arrival at school to insure instructional time is not compromised.

SEPTA Fare Card [Click Here For More Information](#)

SEPTA has phased out the weekly Transpass and replaced it with a SEPTA Student Fare Card for all eligible learners. Learners will receive a fare card and keep it for the entire year. If a learner loses their fare card they must let the main office know during their lunch period.

FARE CARD ELIGIBILITY

Be advised that fare cards will only be provided to learners who live at least 1.5 miles from the school according to the district calculations. It is the responsibility of the learner to keep their fare card.

TRESPASSING

To maintain a safe environment for all learners, trespassing on school property (after hours accessing the building) is subject to a fine of not more than \$300.00 or imprisonment not to exceed 90 days.

WITHDRAWAL FROM SCHOOL

Learners are required to attend school until they are 17 years of age or have obtained proper working papers. All learners transferring from school must do so through the counseling office and with a legal guardian. All school property must be returned and signatures of all teachers must be recorded on the withdrawal form before a transfer slip will be issued or records forwarded.

ATTENDANCE AND PUNCTUALITY OF LEARNERS

The School District of Philadelphia and SOF, will remain consistent with Commonwealth of Pennsylvania laws and regulations, governing learner attendance whether in person or remote. Therefore, every learner enrolled at SOF should strive to be in daily attendance except for the following reasons:

To be able to provide a well rounded educational experience it is our goal to support learners in attending school each and everyday. The following are reasons for learners to miss school:

1. Illness of pupil
2. Illness in family
3. Death in the family
4. Quarantine
5. Inclement weather
6. Religious Holiday
7. Other **URGENT** reasons (as defined by administration)

Absences for the above reasons—when properly verified within 3 days of return to school—will not be counted against the learner, although work missed must be made up. All other absences, which occur without prior administrative approval, shall be considered unexcused for all purposes. Learners under the age of 17 are subject to truancy court after 10 unexcused absences.

ABSENCE NOTES

Learners **MUST** present a note for all absences within **THREE** days of returning. Failure to turn notes in makes the learner absence listed as **TRUANT** and must be reported to the truancy department after the 10th unexcused absence. In addition, **after THREE consecutive days**, a note from the Doctor of record must be presented as an excuse for the absence.

ABSENCES (Excused)

When a learner returns to school after an absence, a written excuse must be provided. Please use the official absence form provided for your convenience. This excuse must be one of the permissible reasons for absence stated in Part A above in order for the absence to be excused. Unless a written excuse is presented within three (3) school days after the learner returns to school, the absence will be counted as unexcused.

A doctor's excuse is required for any absence due to illness or injury that is three (3) or more consecutive school days in duration and/or for a learner who is consistently absent from school ten (10) or more days in order for the absences not to be declared unexcused.

ABSENCES (Unexcused)

Absences will be coded “unexcused” if a note is not provided by the parent or guardian. Excessive lateness and or absence will have a negative effect on your child’s academic achievement. Unexcused lateness which causes a learner to miss all or a substantial part of the day’s instructional time may be coded as an unexcused absence. Learners with excessive unexcused absences may be referred to Truancy Court.

MAKE-UPS for EXCUSED ABSENCES

Any learner who is absent from school/class for any reason (including participation in activities) must make up all missed class assignments; and if the made up work is satisfactory, the learner will receive full credit for the assignment. Work is not permitted to be made up during class unless special provisions are made with the teacher.

The parent/guardian of any learner who will be lawfully absent for more than five (5) school days must notify the school so that arrangements for home assignments can be offered. The parents/guardians for any learner who will have a prolonged absence (4 weeks or longer) must notify the school to make the necessary arrangements for some method of homebound instruction. In each case, substantiation of the reason for the absence is required. This will require that the school nurse be contacted for procedures and protocol according to district mandates and guidelines.

CLASS CUTS

Cutting classes or missing classes will have a negative impact on academic achievement. Learners who are present in school on a given day but are illegally absent from a scheduled class are subject to disciplinary action.

Cutting class will result in the following consequences:

1. Teacher Intervention with learner (Restorative practices)
2. Teacher call home and document results in SIS
3. Teacher/Parent meeting in person or virtually
4. Minor ODR to Climate Manager (detention)
5. Further learner intervention i.e. Restorative Room, ISS or Mandatory Parent Meeting
 - a. - 10 or more cuts = (Possible) Restorative Room
6. Exclusion from school trips and activities.

Failure to attend assigned detention in a timely fashion will result in further disciplinary action.

Chronic cutting will result in, but not limited to, loss of participation in school activities such as proms, music activities, athletics, trips etc.

Continued cutting repeats remediation cycle. Periodic hall monitoring will take place and learners who are unauthorized will be referred to the attendance liaison, be assigned a detention and/or be suspended immediately either in school or out of school.

REMEMBER THAT ALL JOBS, COLLEGES, AND MILITARY RECRUITMENT PROGRAMS REQUIRE GOOD ATTENDANCE AND PUNCTUALITY.

LATENESS to SCHOOL/CLASS (TARDINESS)

Learners are late to school if they arrive after 7:30 AM and/or late to class. A cycle of consequences will be issued after 5 latenesses. The consequences are as follows:

1. Teacher restorative conversation
2. Teacher calls home and emails
3. Teacher/Parent meeting in person or virtually
4. 3 lates- optional teacher detention or Phone call home (one of these interventions must occur)
5. 5 lates- Refer Climate Manager/Attendance Liaison who calls home
6. 7 lates- Refer to Climate Manager/Attendance Liaison for Mandatory Detention
7. MTSS meeting/ Intervention
8. Further learner intervention i.e. Restorative Room or ISS
9. 10 Could lead to exclusion from school trips and activities.

If a learner is more than 30 minutes late to class without a written excuse from an administrator, faculty or staff member, he/she will be considered cutting for that class but allowed to complete work.

A learner's late arrival to school will be excused for the following reasons only:

1. Personal illness - must provide note from parent upon arrival
2. Very unusual weather conditions
3. **Exceptionally** urgent reasons - must pertain to learner-note required when entering
4. Required court appearance-court notice presented upon arrival
5. In the case of an exceptional learner (Special Education) where the tardiness is caused by or directly related to the learner's exceptionality.

If a learner is to arrive late, a parent/guardian must provide a signed note with a telephone number or email where the parent can be reached for confirmation. If such a note is not presented at the time of arrival it is the **learner's responsibility** to present it to the main office soon after swiping in on the next school day.

Learners/Athletes who arrive after 11:00 a.m. may not participate in that day's athletic competition or after school activities without a Doctor's Note.

Learners arriving after 9 am will be required to sign in using the school assigned QR code. Parents will be called by a member of the climate team for verification of late arrival.

MEDICAL EXCUSES FOR PHYSICAL EDUCATION

If you need to be excused from any Physical Education class you will need a medical note. A parental note, approved by the grade level principal, is acceptable for one day of excuse. Two or more days of excuse require a doctor's note, which must be

verified by the school nurse DURING Advisory. Legitimate absences over four (within a marking period) must be made up.

MTSS coordinators will work with learners who have excessive lateness and who may require a parent/guardian conference or referral for disciplinary action.

NOTE: Learners with excessive lateness (15 or more) may be barred from any extra-curricular activities for the report card period.

EARLY DISMISSAL

Early dismissal from school should be for emergency reasons only as learner attendance is a goal here at SOF. Early dismissals can be granted for routine medical or dental appointments in the event that the learner and parent are proactive in providing documentation. Parents/Guardians picking up learners for early dismissals must report to the visitors' desk in the front lobby and present proper identification so that they may be directed to the appropriate school personnel. Notes from parents/guardians SHOULD be submitted to the nurse or counselor during advisory on the day of the appointment. Learners are expected to make up all missed class assignments. **Any persons to whom learners may be released must be on file in the main office and be verifiable.** Learners will not be released without parent and or guardian presenting proper identification unless pre-arranged, 24 hours in advance, by the grade-level administrator and parent. If there is an unexpected interruption in the schedule such as school closings due to snow/weather emergencies, the School District will send out information through broadcast on KYW Radio and via Internet.

COLLEGE VISITATION

Normally, college visitations by juniors and seniors shall be scheduled during non-school time. If the visitation cannot be so scheduled, one day prior to the visitation the learner must present to the proper authority a letter from the college or a parent requesting the visitation.

ATTENDANCE CHECKS FOR PARENTS

School attendance is the responsibility of the pupil and parents/guardians. A learner who fails to meet the requirements for daily attendance by absenting himself/herself from school is clearly impeding and diminishing the learning process. Parents may check learner attendance on-line through Infinite Campus or by calling the guidance counselor of record. Please visit with your child's counselor to discuss any extenuating circumstances. The school telephone number is 215-400-7790.

COMPREHENSIVE MID-YEAR AND FINAL EXAMINATIONS

Mid Year examinations may be given in January and Final examinations may be in June of each school year. Examination schedules will be published well in advance of the testing dates. All exams are scheduled during the regular school day. Early dismissals will not be authorized on days that include AP learner. The following regulations apply:

1. All learners must take all exams for which they are scheduled.
2. Absence from any exam must be verified by a doctor's note.
3. Make-up exams will be given during scheduled make-up periods only.
4. Any learner neglecting to make up an exam will receive a 0% for the exam grade.
5. Any learner found cheating on an exam would receive a grade of 0% averaged into the course grade or asked to retake the exam
6. Learners who refuse to take an exam or do not make a good faith effort may fail the course.

ACT 29 of 1995 (TRUANCY)

Students who report to school and cut classes are considered to be truant by the courts. Students cutting school are truant. Truancy petitions will be prepared and turned over to the proper authorities for the initiation of legal action(s), including fines,

etc. against students and parents/guardians. Act 29 provides for a \$300 fine and allows the court to impose parent education classes and community service sentences for the parents of a truant child who do not show that they took reasonable steps to ensure their child's school attendance. It provides that the parent and child must appear at a hearing before the district magistrate. Act 29 also provides that truant students lose their driver's license for 90 days for a first offense, 6 months for a second offense.

LEARNER LIFE, EXTRA-CURRICULAR ACTIVITIES, AND OTHER UNIQUE OPPORTUNITIES

PROPERTY ACCOUNTS

Every learner has a property account that tracks monies owed to the school for lost, stolen or destroyed school property. The cost of items issued by the school to the learner prior to and without payment such as IDs, uniforms, t-shirts etc. will also be recorded on the learner's property account and must be paid in full before the learner can receive a diploma or participate in graduation ceremonies. **Any learner** who has not cleared his or her property account **will not** be permitted to participate in graduation ceremonies, or receive diplomas and transcripts.

SCHOOL SUPPLIES AND THE SCHOOL STORE

The school store is located next to the food court on the first floor. School and P.E. uniforms are available for purchase at the school store, as well as other school supplies. The school store will be open during lunch periods for the entire school year.

ATHLETICS

SOF has a comprehensive after school program of intramural and interscholastic athletics available to all learners. As we encourage all learners to participate in all school activities, Academic and attendance eligibility are governed by both the PIAA Standards and SOF Expectations for Success. Athletes **MUST** be passing 6 of the 8 courses they are enrolled in order to participate in athletics. See the Activities Booklet, Athletic Director or the school's website for a full list of programs. Athletics are a privilege and learners must uphold the expectations of the school.

CLUBS/PROGRAMS

- Robotics
- Music Technology
- Digital Media
- Computer Science
- Entrepreneurship
- Web Design
- Band
- Step
- Drumming
- AP Literature
- AP Language
- AP Computer Science
- AP Calculus
- Unified Sports

Learners will receive a list of all available extra-curricular activities and sports in advisory

ELIGIBILITY STANDARDS FOR EXTRACURRICULAR ACTIVITIES

The School District's policy on learner participation in sports and all other extracurricular activities sets forth academic, attendance, citizenship and behavioral requirements for grades 5 through 12.

For all high school learners (grades 9 through 12) the academic standards are the following:

To be eligible for interscholastic athletic competition, a learner must pursue a curriculum defined and approved by the Principal as a full time curriculum. The learner must be passing at least four full credit subjects, or the equivalent. Eligibility shall be

cumulative from the beginning of the grading period, shall be reported on a weekly basis, and shall be filed in the Principal's office. In cases where a learner's cumulative work from the beginning of the grading period does not as of any Friday meet the standards provided for in this Section, the learner shall be ineligible from the immediately following Sunday through the Saturday immediately following the next Friday as of which the learner's cumulative work from the beginning of the grading period meets the standards provided for in this Section.

(Section X PIAA By Laws)

The terms "extracurricular activities" shall include all interscholastic sports in the after-school athletic program, dramatics (including school shows and stage crew), school band (including All-City Band), school orchestra (including All-City Orchestra), school chorus (including All-City Chorus), art competitions, trips, learner government, yearbook, school newspaper, chess, debating and other teams and clubs. **PLEASE NOTE THAT ALL RULES ARE IN EFFECT REGARDING PIAA ATHLETIC ELIGIBILITY. SOF expects that all learners maintain passing 6 of 8 courses in order to participate.**

SCHOOL-SPONSORED ACTIVITIES

School District policy dictates that a learner must be present in order to participate in any school-sponsored activity for that day. A learner on out-of-school suspension may not attend or participate in any extracurricular activities during the length of the suspension. Any learner who is absent the day before a school holiday or a weekend, is not permitted to participate in a school-sponsored activity for the holiday or weekend unless a valid excuse is presented to the faculty advisor in charge of the activity. The Student Code of Conduct will apply to all school-sponsored activities.

LEARNER PRIVILEGES

The behavior of a SOF learner should reflect our core values: FOCUS, INTEGRITY, RESILIENCE, AND EVOLUTION.

While education is the right of all American youth, learner participation in certain ancillary programs and activities are not rights, which are guaranteed, but rather privileges, which may be granted.

Examples of such privileges are:

- Participation in co-curricular activities (both athletic and non-athletic)
- Attendance at home athletic events
- Attendance at school-sponsored events such as dances, proms, trips, etc.
- Participation in commencement ceremony
- Membership in school-sponsored clubs and organization
- Parking privileges
- Admission to special monthly school events

Compliance with the School District of Philadelphia Code of Conduct will be a prerequisite for granting such privileges. Learners with senior status who are not graduating will not be permitted to participate in any senior activities.

A discipline review by the administrator in charge and those professionals he/she deems appropriate to consult, will withdraw the privileges of any learner who demonstrates a consistent disregard for proper behavior and cooperation. Upon seeing evidence of appropriate behavior modification over an extended period of time, the review board may reinstate privileges previously revoked by the administrator in charge of discipline.

[Please click here for more important information and forms](#)

252 TITLE: TRANSGENDER AND GENDER NON-CONFORMING STUDENTS

<p>1. Purpose</p> <p>2. Authority</p> <p>Title IX</p> <p>City of Philadelphia Bill No. 130224</p> <p>Policy 102 Policy 248 Policy 249</p>	<p>252 TRANSGENDER AND GENDER NON-CONFORMING STUDENTS</p> <p>The purpose of this policy is to ensure safety, equity, and justice for all students regardless of gender identity or gender expression so that they can reach their fullest human and intellectual potential.</p> <p>This policy is intended to facilitate compliance with other local and federal laws and School District of Philadelphia policies concerning bullying, harassment and discrimination.</p> <p>Title IX of the Education Amendments of 1972 (“Title IX”) specifically prohibits discrimination on the basis of sex in federally-funded education programs and activities. The United States Department of Education’s Office for Civil Rights has issued guidance recognizing that Title IX protects transgender students against discrimination based on their gender identity. Additionally, the U.S. Departments of Education and Justice have stated that under Title IX, “discrimination based on a person’s gender identity, a person’s transgender status, or a person’s nonconformity to sex stereotypes constitutes discrimination based on sex” and asserted a significant interest in ensuring that all students, including transgender students, have the opportunity to learn in an environment free of sex discrimination in public schools.</p> <p>City of Philadelphia Bill No. 130224 (April 2013) amends the Philadelphia Code to provide for equality of treatment of all persons in the City of Philadelphia regardless of gender identity or sexual orientation. Specifically, it provides for gender neutrality in certain City forms and online websites, access to public accommodations based upon an individual's gender identity, the right to dress consistently with one's gender identity, and the right of transgender individuals to request name and gender changes on pertinent records.</p> <p>School District of Philadelphia Policy Section 102, Multiracial-Multicultural-Gender Education (August 2004), states that policy of the School District is to foster knowledge about and respect for those of all races, ethnic groups, social classes, genders, religions, disabilities, sexual orientations (perceived or known) and gender identities (perceived or known). School District of Philadelphia Policies 248 and 249 (September 2010) prohibit all forms of harassment and bullying by District students, and further prohibits reprisal or retaliation against individuals who report these acts</p>
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<p>3. Definitions</p>	<p>or who are targets, witnesses and/or bystanders in order to provide a healthy, safe, positive learning environment for District students. The School District Student Code of Conduct (2015-2016) states that students shall have the right to dress in accordance with their stated gender identity and/or expression within the constraints of the school’s dress code.</p> <p>“Sex assigned at birth” is the classification, either male or female, that a doctor assigns to an individual upon birth. This differs from biological sex, which encompasses sex traits both external and internal, including genitals, hormones, chromosomes, internal reproductive organs, etc.</p> <p>“Gender identity” is a person’s deeply held sense or psychological knowledge of their own gender, regardless of the sex they were assigned at birth. Individuals determine their own gender identity and gender identity may change over time.</p> <p>“Cisgender” describes people whose gender identity is consistent with their sex assigned at birth.</p> <p>“Transgender” describes people whose gender identity is different from their sex assigned at birth.</p> <p>“Gender expression” refers to the way a person expresses gender to others through behavior, clothing, hairstyles, activities, voice or mannerisms.</p> <p>“Gender nonconforming,” “gender variant,” and “gender queer” describe people whose gender expression and/or gender identity falls outside the traditional male female binary.</p> <p>“Gender-neutral pronouns,” such as they/them/their (singular), are used by some transgender and gender non-conforming people.</p> <p>“Social transition” refers to a change in any combination of the following: name, pronouns, gender identity, or gender expression. Social transition does not necessarily involve any legal name change or medical intervention and does not need to be certified by a doctor or therapist.</p>
<p>4. Scope</p>	<p>“Medical transition” refers to the use of puberty blockers, hormones, or surgery by a transgender or gender non-conforming person, designed to align their physical sex characteristics with their gender identity.</p> <p>“Questioning” is the process of self-exploration and self-discovery about one’s gender identity, often involving unlearning one’s assigned gender and learning a new one. There is no timetable for this process.</p> <p>This policy covers conduct that takes place in the school, on school property, at school-sponsored functions and activities. This policy also pertains to usage of</p>

5. Guidance

electronic technology and electronic communication that occurs in the school, on school property, at school-sponsored functions and activities, 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.

Names/Pronouns

A student has the right to be addressed by a name and pronoun that corresponds to the student's gender identity. The name and pronouns with which the student identifies shall be used in all interactions between them and school staff and students as well as on written records including class rosters, report cards, letters from the school or School District, transfer forms, and photo ID. A court-ordered name or gender change is not required, nor is evidence of therapy or medical transition. The intentional or persistent refusal to respect a student's gender identity (for example, intentionally referring to the student by a name or pronoun that does not correspond to the student's gender identity) is a violation of this policy.

Privacy/Confidentiality

All persons, including students, have a right to privacy, and this includes the right to keep one's transgender identity private at school. Information about a student's transgender identity, legal name, or sex assigned at birth also may constitute confidential medical information. School personnel should not disclose information that may reveal a student's transgender identity or gender nonconformity to others, including parents and other school personnel, unless the student has authorized such disclosure. Transgender and gender nonconforming students have the right to discuss and express their gender identity and expression openly and to decide when, with whom, and how much to share private information.

Gender-Segregated Activities

To the extent possible, schools should reduce or eliminate the practice of segregating students by gender. In situations where students are segregated by gender, students will be included in the group that corresponds to their gender identity.

As a general matter, schools should evaluate all gender-based activities, rules, policies, and practices — including classroom activities, school ceremonies, and school photos — and maintain only those that have a clear and sound pedagogical purpose. Students shall be permitted to participate in any such activities or conform to any such rule, policy, or practice consistent with their gender identity.

Gender-neutral Language

To the extent possible, schools should use gender-neutral language in written communication with all students and families, regardless of student's gender identity. This included employing "they" (singular) instead of "he/she."

Title IX

Policy 248
Policy 249

Restroom Access

Students shall have access to the restroom that corresponds to their gender identity. Any student who has a need or desire for increased privacy, regardless of the underlying reason, should be provided access to a single stall restroom, but no student shall be required to use such a restroom.

Locker Room Access

Students shall have access to the locker room that corresponds to their gender identity. Any student who has a need or desire for increased privacy, regardless of the underlying reason, should be provided with a reasonable alternative changing area such as the use of a private area. Any alternative arrangement should be provided in a way that protects the student's ability to keep their transgender identity confidential.

Physical Education Classes & Intramural Sports

Transgender and gender nonconforming students shall be permitted to participate in physical education classes and intramural sports in a manner consistent with their gender identity.

Interscholastic Competitive Sports Teams

Participation in competitive athletic activities and contact sports will be resolved on a case-by-case basis.

Dress Codes

Transgender and gender nonconforming students have the right to dress in a manner consistent with their gender identity or gender expression. Schools may not adopt dress codes that restrict students' clothing or appearance on the basis of gender. In describing dress codes, schools should employ gender-neutral language rather than specify separate "girl" and "boy" uniforms.

Training Requirement

All district personnel shall be trained regarding this policy.

Curriculum

Continue to provide age appropriate comprehensive health education curriculum that includes the four domains of health including; physical, mental, emotional, and social.

Discrimination/Harassment

It is the responsibility of each school and the District to ensure that transgender and gender nonconforming students have a safe school environment. This includes ensuring that any incident of discrimination, harassment, or violence is given immediate attention, including investigating the incident, taking appropriate corrective action, and providing students and staff with appropriate resources. Complaints alleging discrimination or harassment based on a person's actual or perceived transgender identity or gender nonconformity are to be handled in the

same manner as other discrimination or harassment complaints.

Questions or Concerns

Please call the Office of Student Rights and Responsibilities.