

Brighton High School



Student Handbook

These policies and expectations are subject to revision at any time.

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School District 27J is an equal opportunity employer, and does not discriminate on the basis of age, race, color, ancestry, religion, creed, national origin, gender, physical or mental disability, sexual orientation, gender identity, or veteran status. The district complies with the Civil Rights Act of 1964, related Executive Orders 11246 and 11375, Title IX of the Education Amendments Act of 1972, Sections 503 and 504 of the Rehabilitation Act of 1973, Section 402 of the Vietnam Era Veteran's readjustment Act of 1974, the Age Discrimination in Employment Act of 1967, as amended, the American's with Disabilities Act of 1990, the Civil Rights Act of 1991, and all civil rights laws of the State of Colorado.

Student Loading and Unloading

The north circle drive and guest parking area should be used for student loading and unloading. For security purposes, do not use the parking area in front of the CLC as a throughway. For our students' safety, do not park in or drop off students in the Bus lanes located on the East side of the Building.

Graduation Requirements

To graduate from BHS, a student must earn a minimum of forty-six (46) semester credits. Those credits must come from the areas outlined below:

Graduation Requirements		
English	8 Sem Credits	4 years
History	4 Sem Credits	2 years
Math	6 Sem Credits	3 years
Science	6 Sem Credits	3 years
Humanities	2 Sem Credits	1 year
Physical Education	2 Sem Credits	1 year
Political Science	1 Sem Credit	.5 year
Health	1 Sem Credit	.5 year
Career & Tech Ed	2 Sem Credit	1 year
Economics	1 Sem Credit	.5 year
Electives	13 Sem Credits	
Total Credits	46 Sem Credits	
20 Hours of Community Service		

College Requirements

*This information is recommended for all students desiring entrance into a 4-year college.

Academic Area	Credits
English	4 years/8 credits
Math (must include Algebra I, Geometry, Algebra II or equivalents)	4 years/8 credits
Natural/Physical Sciences (two units must be lab based)	3 years/6 credits
Social Sciences (at least year of U.S. and World History)	3 years/6 credits
World Language	2-3 years
Academic Electives	2 years/4 credits

BHS Mission Statement:

Sparking curiosity that drives academic excellence while uniting our community through respect and kindness.

Information found in this student handbook is subject to change upon written notification to students and parents via e-mail, the BHS Newsletter, or posting on the BHS website.

COMMUNITY SERVICE:

For a student to graduate from BHS, they MUST complete 5 hours of community service per year of attendance in 27], **for a total of 20 hours**. This community service must take place outside of the school day and/or school year **with a non-profit organization** and a student ***cannot*** receive any pay for the service. Students may pick-up and turn in completed, the necessary community service forms in the Counseling Office.

Individual Career and Academic Plan (ICAP)

ICAP is a personalized career and academic plan which is developed to help ensure academic success for each and every student. Colorado's legislature has recently

passed laws requiring ICAPs for ALL secondary students. The Colorado Department of Education's rules for ICAP require students in 7th through 12th grades to have an account in NAVIANCE, to explore careers and to plan for post-secondary education options.

We hope to accomplish this by assisting students in developing and maintaining a personalized post-secondary plan that ensures readiness for post-secondary and workforce success. Counselors and teachers will be available every step of the way, assisting students with applying to post-secondary institutions, securing financial aid and ultimately entering the workforce.

NAVIANCE - Naviance is a college and career readiness software platform that helps connect academic achievement to post-secondary goals. Naviance combines career, college, and course planning to meet the needs of every student. Naviance also allows students to submit application materials to colleges electronically.

CollegeNow!/Concurrent Enrollment Programs for Dual Credit Classes

Concurrent Enrollment programs are designed to give students options for earning postsecondary college credits and high school credits at the same time. The State of Colorado provides several options for high school students who meet high school academic standards to begin college early. The purpose of these options include promoting content standards, providing academic challenges, and providing access to academic courses that may not be available at a local high school to meet high school graduation requirements.

Persons under twenty-one years of age, enrolled in the 9th - 12th grade in a school district, who demonstrate academic preparedness, may be eligible for concurrent enrollment programs. To enroll at an eligible postsecondary institution a student must have completed the minimum course prerequisites and all required assessments. Students interested in enrolling in college courses to start their Postsecondary Public Education while they are in high school must obtain paperwork from their counselors and complete the college enrollment steps by deadlines (see counselors for deadlines).

Articulated College Credits

Articulation is a specific agreement between a high school Career and Technical Education (CTE) program and a local community college. School District 27J has articulation agreements with Front Range Community College (FRCC). The agreement allows students to obtain college credit at FRCC from successfully completing high school CTE courses. Taking advantage of these agreements, *if students qualify*, can give students a good start on their post-secondary education! Please see your counselor for details.

Academic Integrity

Cheating, stealing, providing answers, or copying another individual's work, and academic dishonesty in any form, including inappropriate use of the school's technology network, will not be tolerated. (See the [Academic Integrity Policy](#) for consequences.) *Plagiarism is defined as: an act or instance of using or closely imitating the language and thoughts of another author without authorization and the representation of that author's work as one's own, as by not crediting the original author.*

Academic Honors

SENIOR ACADEMIC RECOGNITION: Brighton High School will honor students at Graduation based upon the following standards of achievement as of the end of their seventh semester:

Summa Cum Laude: 4.200 GPA and above

Magna Cum Laude: 4.000 to 4.199

Cum Laude: 3.800 to 3.999

In order to be eligible for Academic Recognition, a student must have attended Brighton High School for his/her entire Senior year.

Summa Cum Laude Ceremony (Formerly the Top 10 Recognition)

Summa Cum Laude Ceremony (Formerly the Top 10 Recognition)

The annual Summa Cum Laude Ceremony will consist of students who have demonstrated all of the following expectations throughout their high school career:

- a 4.200 GPA or higher after 7 semesters
- a minimum of 42 graded semester credits
- demonstrates behavior that adheres to Brighton High School code of conduct as evidenced by no suspensions
- demonstrates academic integrity as evidenced by no plagiarism incidents

Students who do not meet the above listed criteria may still earn the GPA distinction of Summa Cum Laude on their transcript and will receive graduation honors; however, they will not be allowed to participate in the Summa Cum Laude Ceremony or any recognition of students earning the privilege of the Summa Cum Laude Ceremony.

Should a student fail to meet these expectations at any point during his/her high school career, the student and/or his /her parent/guardian will be informed of the violation of policy.

The Valedictorian is the student or students with the highest cumulative GPA after 8 semesters. The Salutatorian is the student or students with the second highest GPA after 8 semesters. Normally, there is (1) Valedictorian and (1) Salutatorian. The Valedictorian and Salutatorian must have attended Brighton High School for their entire Junior and Senior years and meet the qualifications listed above for participation in the Summa Cum Laude ceremony.

Valedictorian – The students with the highest weighted grade point average in the graduating class at the end of the second semester of the senior year shall be designated as valedictorian(s) for that graduating class.

Salutatorian – The student(s) with the next highest grade point average in the graduating class at the end of the eight semesters of the senior year shall be designated as salutatorian(s) for the graduating class.

EARLY SEPARATION

Students desiring to accelerate their four-year high school academic program should contact the principal or designee for approval. An *Academic Early Separation Form* obtained from the Counseling Office should be completed prior to the parent/counselor/administrator conference. Requirements for early graduation include:

- Planning in Advance
- Meeting all graduation credit requirements including the 20 hours of Community Service
- Completes the Early Separation paperwork prior to Final Exams.

Counseling Center

Each student at BHS is assigned a counselor. That assignment is based on the first letter of a student's last name and is as follows:

Mrs. Alba A – Cop (303-655-4153) jalba@sd27j.net	Mrs. Ross Cor – Go (655-4154) aross@sd27j.net
Mr. Sullivan Gr - L (655-4144) rsullivan@sd27j.net	Mrs. Shedeed M - Pam (655-4239) jshedeed@sd27j.net
Mrs. Crowell Se – Z (655-4159) ccrowell@sd27j.net	Mrs. Woodford Pan - Sc (655-4188) jwoodford@sd27j.net

Students may visit the Counseling Center at any time. Students may get information regarding:

ICAP-Individual Career and Academic Plans	Information about Colleges
Academic Goals and Concerns	Personal Issues
Employment Opportunities	NCAA Eligibility for Athletes

Post-High School Opportunities	Other Student Related Informations
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Grades

The school year at BHS is divided into two semesters. You will receive a final grade at the end of each semester. Final grades will appear on the student's transcripts. The grading scale for BHS is as follows:

A = 90 to 100%	Exemplary work that exceeds the standards
B = 80 to 89%	Work exceeds standards
C = 70 to 79%	Meets standards
D = 60 to 69%	Does not meet sufficient standards - working towards them. (Credit IS earned)
P/F	Pass or Fail (for Teacher Aides)
F = NO CREDIT	Does not meet standards and receives (NO credit)

*Grades are broken into two Categories: **Learning Experiences** and **Evidence**.

The evidence category is worth 70% of a student's total grade and includes Assessment, Projects, Presentation, Tests, Quizzes. The Learning Experience category is worth 30% of the student's total grade and includes homework, classwork, discussions, etc.

Schedule Changes

1. Student-initiated schedule changes will take place during a window provided by counselors during the first semester for second semester classes or during the first 10 school days of a new semester as warranted or able. Following are acceptable reasons for a student to request a schedule change:
 - Incomplete schedule (one or more classes missing)
 - Duplicate class (class already passed or on schedule twice)
 - Prerequisite issue (failed or never took previous class in a sequence)
 - Required class not on schedule
 - Schedule change requests for any other reason may not be accommodated and will only be considered after all of above requests have been fulfilled.
 - Schedule changes CANNOT be made to change one's assigned lunch period.
2. A student may not add a class after the first 10 school days of a semester without teacher and counselor permission.

3. All students must be enrolled full time. If seniors are on track for graduation, they may take less than a full schedule second semester, with counselor and parental approval.
4. After the first 10 days of a semester and before the end of the first 6 weeks grading period, withdrawals will be handled as follows:
 - a. A student can drop a class prior to the end of the first six weeks of a grading period if teacher approval, counselor approval, and parent approval are obtained and student remains enrolled full time.
 - b. If a student is passing a class at the time of withdrawal, he/she will receive a WP (Withdraw Pass) on their transcript and it will not affect the student's grade point average (GPA).
 - c. If a student is failing a class at the time of withdrawal, he/she will receive a WF (Withdraw Fail) and it will be averaged as an "F" into the student's GPA.
 - d. Any withdrawal from a class after the 6 week grading period will result in a WF and must also be approved by an administrator in addition to the parties mentioned previously.
 - e. Deviations from this policy MUST be approved by an Administrator.
5. **Students taking AP (Advanced Placement) or Honors Classes will NOT be allowed to drop the course as they have made a full year commitment when signing up for the class.**
6. **Teacher Aides** - Students may only have one (1) TA per semester.

Attendance Policy

Except as otherwise allowed by state law, all children between the ages of six (6) and seventeen (17) must enroll in and attend school. Parents, guardians and students are all responsible for making sure students are at school daily, on time and are ready to learn.

A parent or guardian must notify the school any time a student will be absent. In non-emergency situations this notification should occur prior to the beginning of the school day. If notification of a student's absence is not received, attempts will be made by school staff to notify the parents or guardian of their student's absence.

1.0 Attendance Recording

1.1 At minimum, attendance at the elementary level will be recorded within 10 minutes after class begins in the morning and within 10 minutes after class resumes after lunch.

1.2 Attendance at the secondary level will be recorded within the first 10 minutes of each attendance period.

1.3 If a student is not present in the classroom when attendance is taken, the student will be marked absent. Schools will establish procedures by which absences may be changed to either a "partial absence" or "tardy" after the student provides an approved pass or other appropriate verification.

2.0 Excused Absences

2.1 Excused absences are defined as absences due to one or more of the following:

- 2.1.1 Illness, injury or disabling condition
- 2.1.2 Family emergency such as a serious illness or death of an immediate family member
- 2.1.3 Legal proceeding
- 2.1.4 Suspension
- 2.1.5 Approved pre-arranged absences as defined later in this policy
- 2.1.6 Religious observations

2.2 Classes missed due to participation in a school sponsored activity are considered "exempt" absences. Such absences do not impact the student's attendance record.

2.3 After 10 excused absences in a school year, verification may be required by school administration or a district attendance officer for further absences to be considered

excused. Such verification may include written statements from medical providers or similar official documentation.

3.0 Unexcused Absences

3.1 All absences not otherwise excused per section 2.0 of this policy will be considered unexcused.

3.2 For an absence to be excused, a telephone call or signed note from the custodial parent/legal guardian, medical practitioner(s), or other authorized official must be submitted within two (2) school days of the school day absent. In the case of multiple consecutive absences, the excuse must be submitted within two (2) school days of the last school day absent.

4.0 Habitual Truancy

4.1 Habitual truancy is defined by law and policy as having four (4) unexcused absences in a calendar month, or ten (10) unexcused absences in a calendar year.

4.2 Habitually truant students will be subject to building attendance contracts and/or district truancy action plans, and may be referred to truancy court if truancy continues despite intervention efforts.

5.0 Chronic Absenteeism

5.1 A student will be considered chronically absent if he or she has missed 10% or more of the scheduled school days in a calendar year, regardless of whether the absences are excused or unexcused. Chronically absent students are subject to school and district attendance interventions.

5.2 Individual student needs and circumstances will be considered in determining appropriate interventions for chronic absence. For students with disabilities, the student's Individual Education Team or Section 504 Team may be consulted regarding appropriate interventions.

6.0 Tardies, Early Departures and Partial Absences

6.1 Leaving class without permission and/or leaving class with a pass but not returning in a timely manner may result in a partial absence being recorded.

6.2 Tardies, early departures and partial absences will be determined to be excused or unexcused based on the same criteria as all other absences.

6.3 Tardy is defined as a student's arrival within 10 minutes of the scheduled start time for the class.

6.4 Early departure is defined as a student's departure from class within the last 10 minutes of the class.

6.5 Partial absence is defined as a student arriving 10 or more minutes late to class, or leaving 10 or more minutes before the end of class.

6.6 For district purposes of calculating truancy and chronic absenteeism, three (3) tardies or early departures will be considered a partial absence and three (3) partial absences will be considered an absence.

6.7 Excessive tardies, excessive early departures and/or excessive partial absences may result in building level interventions, consequences or restrictions, including but not limited to the initiation of a building attendance contract.

7.0 Pre-Arranged Absences

7.1 Planned, non-emergency activities should be scheduled for days or times when students are not scheduled to be in school. Requests for absences to be excused for non-emergency reasons will be approved if the student has a 95% or higher attendance rate over the prior two (2) grading periods, and if the student is otherwise meeting academic performance expectations as determined by school administration. For students who do not meet the criteria noted, pre-arranged absence requests will be reviewed at the discretion of school administration.

***BHS Students will not be granted pre-arranged absences during Final Exams.**

8.0 Makeup Work

8.1 Students shall be given the opportunity to make up assignments for credit for excused absences. Makeup assignments should be requested on the day the student returns from the absence. Once provided by the teacher, makeup work should be completed within the same number of school days after the absence that the student originally missed. For example, a student who misses three days of school should have three school days to complete the makeup work after the teacher provides the work.

8.2 For excused absences, including suspensions, makeup work completed within the allotted makeup window and will be awarded full academic credit.

8.3 Credit for makeup work for unexcused absences, or for makeup work turned in late, may result in reduced credit or in no credit being awarded at the discretion of the teacher with approval of school administration.

8.4 Some assignments such as labs or group projects are not conducive to makeup work. In such situations for excused absences only, teachers may provide an alternate assignment or may adjust the student's grade accordingly to avoid placing an undue burden on the teacher without otherwise penalizing the student.

9.0 Absences and Extracurricular Activity

9.1 Students who are absent for part or all of a school day may be restricted or prohibited from participation in after school or extracurricular events on the day of absence.

10.0 Attendance Recognition

10.1 Perfect attendance is defined as having no tardies, early departures, partial absences or absences. Individual schools may recognize perfect or otherwise exemplary attendance of students based on criteria established by the schools' administration.

11.0 Withdrawal for Non-Attendance

11.1 Students who are seventeen (17) years of age or older may legally withdraw from school (i.e. "drop out") prior to graduating. Such students should not be formally withdrawn until school administration has attempted to contact parents or guardians by phone and in writing to discuss educational options that may be available, and until otherwise approved by District Administration.

11.2 Students of any age who miss ten (10) consecutive school days without prior approval of school administration may be reported to the District Attendance Officer for investigation. The attendance officer may direct the school to implement truancy interventions or may otherwise approve the student being withdrawn after fifteen (15) consecutive days of non-attendance provided there is documentation verifying the schools' efforts to reengage the student in school.

11.3 Students under the age of seventeen (17) who seek to withdraw with a stated intent of enrolling in a different school or educational program, including homeschooling, may not be officially withdrawn without receipt of request for educational records from the new school or otherwise without permission of District Administration.

11.4 Students who are withdrawn for non-attendance, or students who withdraw after turning 17 but prior to graduating, should not be on campus without administrative approval.

12.0 Homeschooling

12.1 Students with a history of habitual truancy within the past six (6) months of the school calendar are not eligible to withdraw from school for the purpose of homeschooling until parents have satisfied application and planning requirements described in Superintendent Policy IHBH, Homeschooling.

13.0 Homebound Instruction for Students with Medical Needs

13.1 Parents of a student who is anticipated to be absent for more than fifteen (15) school days due to a verifiable physical, mental or emotional disability may request assessment by district staff for homebound instruction or other education support services. Superintendent Policy IHBF, Homebound Instruction, provides guidelines regarding homebound instruction eligibility and services.

Final Exam Policy

All students are expected to take final exams at the end of each semester. Any student who has an excused absence on the day of a final exam must make it up on the scheduled lab times or make-up date. If a student is not able to attend the makeup date, and the absence(s) is excused, then a grade of zero (0) will be entered into the final exam and the student must take the final exam within two (2) weeks of the end of the grading period, at which time the teacher will complete a grade change for that student.

Clubs and Organizations

There are many clubs and organizations at BHS. Some of these require enrollment in a class for club participation, others are open to any BHS student.

- Art Club - open to all students interested in Art
- Distributive Education Clubs of America (DECA) - open to all students enrolled in Marketing
- Family Community Career Leaders of America (FCCLA) - open to all students interested in Family and Consumer Sciences
- Fellowship of Christian Athletes (FCA) - open to all interested students
- Future Business Leaders of America (FBLA) - open to all interested Business students
- Future Farmers of America (FFA) - open to all Agriculture students.
- Gay-Straight Alliance (GSA) - open to all students that want to create a comfortable and equally acceptable environment for everyone
- Health Occupation Students of America (HOSA) - open to all students interested in Health Care
- LINK – Leadership mentor program

- LULAC (League of United Latin American Citizens) - open to all interested students
- National Honor Society (NHS) - available upon invitation only to students exhibiting high scholastic and citizenship standards
- Sources of Strength – a student and staff led mental health wellness project.
- Student Government - all interested students are eligible, but only elected students participate in the Student Government organization
- TSA – Technology Student Association – open to all students interested in technology
- Thespians - open to all students interested in Drama
- Skills USA - open to all interested Vocational students

Bulldog Athletics

The following sports are open to all eligible students during the seasons listed below (the sport is co-ed unless otherwise indicated): G=girls, B=boys

FALL	WINTER	SPRING
Cheerleading	Cheerleading	Cheerleading
Dance Team	Dance Team	Dance Team
Cross Country	Basketball (B)	Baseball (B)
Football	Basketball (G)	Tennis (G)
Golf (B)	Swimming (G)	Track & Field
Soccer (B)	Wrestling	Soccer (G)
Tennis (B)	Unified Basketball	Swimming (B)
Volleyball(G) (G)		Golf
Softball (G)		Lacrosse (B)
Unified Flag Football		Unified Soccer

Any student interested in participating in athletics needs to complete the necessary participation information forms. Contact the Athletic Office for more information.

Athletics is a privilege, **NOT** a right. Students need to protect their athletic eligibility (note below) by meeting the academic and behavioral expectations of BHS.

Athletic, Co-Curricular & Extra Curricular Activities Eligibility

BHS ATHLETIC ELIGIBILITY GUIDELINES:

BHS is a member of the Colorado High School Activities Association (CHSAA). This membership requires that all students participating in CHSAA sanctioned activities follow certain academic guidelines. BHS uses eligibility guidelines for all athletic activities.

- The student must be enrolled in **and passing at least five credit-earning classes.**
- This guideline must be adhered to during the time of participation as well as the previous semester.

In order to be eligible, the previous semester's grades are checked. If the student meets the academic requirements, then the student is placed on an eligibility list and monitored on a weekly basis.

ANY TIME A STUDENT IS NOT PASSING AT LEAST FIVE CLASSES HE/SHE IS NOT ELIGIBLE TO PARTICIPATE IN ATHLETIC, CO-CURRICULAR or EXTRACURRICULAR ACTIVITIES. In order to be eligible, a student MUST be passing a minimum of 5 classes and cannot have more than one (1) "F", per District 27J Athletics Expectation, 2 D's = 1 F.

SEE CODE OF CONDUCT ON NEXT PAGE BULLDOG ATHLETIC BEHAVIOR CODE – In Effect 365 Days a Year SD27-J Athletic Code of Conduct

Brighton High School has established rules which all students must follow if they wish to participate in an interscholastic program. Participation in interscholastic sports is a privilege that allows the student to represent themselves, their classmates, school and community. This challenges them to meet standards of behavior and sportsmanship that is worthy of pride by the school community. In addition to these rules, participants are also held to the rules and consequences of the Brighton High School Student Handbook and Discipline Matrix as well as the policies of SD27-J.

This Code of Conduct applies to behaviors on or off-campus and at ANY TIME during the student's enrollment at SD27-J schools, including summers. It is the responsibility of the participant to know and observe the rules below and to accept the consequences associated with any violation of these rules. Please read the rules and guidelines below.

Rules / Expectations

1. Students are to refrain from the possession, use/distribution of alcohol, drugs/drug paraphernalia, steroids, and tobacco in any form or quantity.
2. Students are held to a "zero tolerance policy" in assault upon, hazing, disorderly conduct toward, harassment of, intimidation of, discrimination against or any criminal offense against another student or damage of student property.
3. Students are expected to conduct themselves in a respectful and commendable manner at all times in the school, the classroom and during all interscholastic activities, towards students, staff, opponents, officials and spectators. Profane language/gestures are not acceptable at any time.
4. Students are to refrain from behavior, on/off school property, which is detrimental to welfare/safety of others.
5. Students are to attend all classes, unless excused, everyday and be in school for at least half of their classes on the day of games.
6. Students are responsible for their uniforms, locks, equipment and must return them at the end of the season or pay for replacement fee.

7. Students are to model, encourage and support good sportsmanship at all times.

Consequences for Code of Conduct Rules Violation(s)

The following represents the minimum sanctions for violations of these Rules / Expectations, and shall be served at the first possible contest following the infraction. Depending on the severity of the violation, consequences may include warnings, practice penalties, loss of practice and/or game privileges, removal from team, and up to a calendar year suspension from all athletics. This is in addition to any consequences received per the discipline matrix found in the Student Handbook. (Participants who violate a rule/expectation may be required to attend all practices.) Violations are cumulative, thus two separate and different violations at the same level at anytime during the students enrollment at SD27-J, will cause the second violation to be treated as the 2nd Offense. Violations at Level 2 and Level 3 are cumulative for the student's entire enrollment at SD27J.

Level 1 Violations: Include, but are not limited to Minor Team Rule violations. Chronic or serious classroom offenses. Possession/use of tobacco.

Level 2 Violations: Include, but not limited to any action that results in a suspension (ex: fighting, use or possession of drugs/drug paraphernalia, steroids or alcohol. Distribution of tobacco. Hazing, Harassment, Malicious damage of school, staff, or student property. Any criminal offense.

Level 3 Violations: Include, but not limited to distribution of drugs, alcohol or steroids. Possession/use of firearm or use of weapon. Serious offenses in which the safety of others is impacted. Serious Offenses resulting in property loss, theft.

	1 st Offense	2 nd Offense	3 rd Offense
Level 1 Violations	Warning &/or Non-Game Penalty	10% of Season Game Loss	20%-50% of Season Game Loss
Level 2 Violations	20% Season Game Suspension	50% - Full Season Game Loss	Full Calendar Yr Loss of Athletics
Level 3 Violations	Full Calendar Year Loss of Athletics		

Students who have not paid all appropriately assessed fees will NOT be allowed to participate in athletics or extra-curricular activities until ALL outstanding fees/fines are paid.

Non-Athletic Eligibility Requirements and Procedures

The status of the student participant will be determined on the following basis:

A student must be passing five (5) classes and have no more than one (1) "F", in order to participate in an activity that requires that student to miss other classes in order to participate. If a student is enrolled in less than six (6) classes, the student must be passing ALL classes in order to participate in the activity AND students must have 90% attendance (does not include excused or exempt absences) to participate.

School Appearance

Our students and staff take great pride in the way our school looks. Our custodians work hard to keep our school clean. Each teacher sets guidelines for keeping their classroom clean. ALL students are asked to deposit trash in trashcans. If you see paper or trash in the halls, stop, pick it up and put it in a trash can.

TAKE PRIDE IN OUR SCHOOL AND HELP US KEEP IT CLEAN!

Lockers

BHS has a limited number of lockers. Students who desire a locker must request one in the main office. These are issued on a first come first serve basis. Students are responsible for keeping their lockers clean and free of debris and graffiti. Vandalism to a locker will result in the student losing the privilege of locker use for a period of time to be determined by an administrator and may be subject to financial restitution.

SCHOOL'S RIGHT TO SEARCH: Lockers provided for student use are, and remain at all times, property of BHS. Lockers and contents, therefore, are subject to a random search at any time, pursuant to board policy (JIH-R). Administrators are authorized to conduct reasonable inspection of school property or of students and items brought upon school grounds, including vehicles, when there is reasonable suspicion to believe that a student may be in possession of evidence that a law or a school rule has been violated.

Use of Elevator

A key may be secured from the office and returned after its use when needed for medical use. A \$25.00 fee will be charged per key if the key is not returned.

Text books

Each student is responsible for all textbooks electronically checked out to him/her and is expected to return each book at the end of his/her participation in the course or pay for any book lost, stolen, or damaged. No report card, records, transcripts or diplomas will be issued until all books are turned in and/or fees paid. **A senior will not be allowed to participate in the graduation ceremony until all fee/fines have been cleared.**

Posters/Announcements

An administrator will approve only those posters/announcements publicizing school events. All publicity items and posters must be placed within the boundaries of the community bulletin boards. Posters can only be attached to the bulletin boards with blue tape. Posters should be removed the day after the event.

Emergency Procedures

EVACUATION DRILL: The signal used in the event of a fire or an Evacuation drill is a continuous sounding of the fire alarm. At the sound of the signal, students should

move quickly in an orderly manner out of the building according to the exit plan posted in each classroom. Students will stand away from the building in area indicated by staff. Students should remain in the area with their class and teacher until directed by staff to return to the building.

TORNADO DRILL: Activating the tornado procedures will be done by an announcement by an administrator in each building. After the announcement is made, students will be directed by staff to move quickly to an assigned interior area of each building. Students should remain in that area until they are directed to return to normal activities.

EMERGENCY LOCKDOWN: When a lockdown procedure is activated, students MUST follow staff directions IMMEDIATELY AND COMPLETELY. Students will be directed to move away from all windows and entrances. NO STUDENT WILL BE ALLOWED TO LEAVE A CLASSROOM UNLESS DIRECTED TO DO SO BY AN ADMINISTRATOR AND/OR DESIGNEE.

Messages

BHS will **attempt** to deliver telephone messages that are received from parents and/or guardians. The office will attempt to deliver emergency messages without delay; however, it is **NEITHER** possible nor acceptable to hand deliver all of the telephone messages that come to the high school without interrupting classes. Students and parents need to be aware of the difficulty of delivering messages and make appropriate arrangements in advance if at all possible.

Flowers, Balloons & Special Deliveries

Due to safety concerns in the hallways as well as preventing disruptions to the learning environment in the classrooms, flowers & balloons are NOT allowed in the classrooms. **The main office will NOT accept deliveries** of flowers, balloons or gifts for students. **Parents/Guardians, please save these items for your students at home.**

Electronic Devices

VALUABLE PERSONAL PROPERTY: Personal property including, but not limited to, mobile phones, I-Pods, CD players, gaming devices, pagers, expensive jewelry, etc., should not be brought into school by students during normal school hours. The school will **NOT** accept responsibility for items that are confiscated, lost, or stolen.

If mobile phones are brought to school, students are doing so at their own risk. Mobile phones are to be used responsibly and should not be used in the classroom as it disrupts the educational learning environment. We recognize the potential

value of the use of electronic devices in the classroom; however any inappropriate use of electronic devices in the classroom will result in disciplinary action. Students may use office phones with permission.

Brighton High School Cell Phone Policy Expectations

Cell phone usage during class time will not be permitted at Brighton High School. All cell phones must be turned off or silenced and put away in lockers, backpacks or vehicles.. Cell phones pose a distraction to the classroom instruction and student's ability to concentrate and focus on the learning at hand.

1st Offense - Cell phone confiscated by teacher/staff member and not returned to the student until the end of the class period. Teacher/staff member calls parents/guardian to inform them of the incident & documents in IC.

2nd Offense - Cell phone confiscated by teacher/staff member and taken to the main office to be held until the end of the day. Student can pick up cell phone at the end of the day from the main office. Teacher/Staff member calls parents/guardian to inform them of the incident & documents in IC.

3rd Offense - Cell phone confiscated by teacher/staff member and taken to the main office for the parent to pick up. A discipline referral is submitted to Administration through Infinite Campus for discipline action. Administration will call parents & document in IC.

Visitors

Parents, BHS patrons, visiting educators, and other invited guests are welcome to visit BHS. Advanced notice of such visits is expected and greatly appreciated. These visitors must report to the Main Office to sign in and receive a visitor pass.

However, BHS does NOT allow student visitors from other schools or previous grads.

Anyone coming on the high school campus to pick up students for any reason should use the pick-up/drop-off area between the high school and the CLC (adjacent to 8th Avenue). We ask that they remain in their car until the individual they are waiting for arrives.

Dances

High school dances are open only to BHS students in grades 9-12, unless proper paperwork from the main office is completed and returned to the main office prior to the dance. This paper work includes the visiting student's parent signature. All

students and guests attending the dance must have their school ID and/or picture ID to show at the dance entrance. Students without their ID will be delayed. Once students leave a school dance, they may not return. Guests of BHS students attending a dance **MUST** at least be in High School, over the age of 14 and **under the age of 21**. **Effective Fall 2022:** Students **MUST** have a 90% attendance rate from the beginning of the current semester to the date of the dance to be eligible to attend the dance. Excused absences (including athletics, activities, and field trips) do not count against the student.

Trespassing

BHS maintains a secure campus for the safety and security of the students and staff. Persons coming on campus whom the administration deem to have no legitimate business may be subject to trespassing charges and will be reported to the appropriate law enforcement agencies.

Student Conduct Expectations and Rules

Respect yourself and others. Rules are not made to confine you, but to assure a positive and safe learning environment for everyone. Below are rules that we believe to be the most important. The list is not exclusive and other rules (District, building, & classroom) apply.

The Board of Education of District 27J has adopted a written code of student conduct and discipline for students based upon two principles:

1. EVERY student is expected to follow accepted rules of conduct.
2. EVERY student is expected to behave in a respectful manner.

Students will be expected to conduct themselves in keeping with an appropriate level of maturity and adhering to the requests of those in authority.

STUDENTS SHOULD FAMILIARIZE THEMSELVES WITH THE POLICY HANDBOOK WHICH CONTAINS PARTICULAR EXPECTATIONS AND GUIDELINES FOR STUDENT CONDUCT (Please refer to the discipline matrix for relevant consequences of inappropriate behavior).

In addition to the disciplinary infractions that are outlined in the Student Policy Handbook, students need to be aware of the additional expectations and guidelines for BHS. This is a responsibility that is shared by students, parents, and the school.

HARASSMENT & TAUNTING:

BHS's commitment is to NOT HARASS OR TAUNT other students. Below is the no-taunting pledge being made by students around the world:

1. I WILL pledge to be part of the solution;
2. I WILL eliminate taunting from my own behavior;
3. I WILL encourage others to do the same;
4. I WILL do my part to make my community a safe place by being more sensitive to others;
5. I WILL set the example of a caring individual; and
6. I WILL eliminate profanity towards others from my language. I WILL not let my words or actions hurt others, and if others won't become part of the solution, I WILL.

HARASSMENT OUTSIDE OF SCHOOL:

Behaviors outside of school which have a negative impact on school building, programs, students, or staff will not be tolerated. Students are subject to corrective measures at school, up to and including expulsion, for offenses which occur in the community or at other locations off school grounds if those offenses are connected in some way with the school. **This includes, but is not limited to, activities such as internet or social media taunting and bullying.**

BHS is a caring community. IT IS UNACCEPTABLE FOR ANY INDIVIDUAL TO HARASS OR TAUNT ANOTHER INDIVIDUAL AT BHS. Any individual who has knowledge about another individual being harassed or taunted should contact a teacher, counselor, or administrator or contact the Colorado School Safety Hotline at 1 877 542-SAFE. Callers can remain anonymous.

BULLYING PREVENTION AND EDUCATION

Bullying is defined as intentionally, systematically and chronically engaging in any written, verbal or electronic expression, physical act or gesture, occurring on or off school property, which causes distress upon one or more students, and/or which substantially interferes with or impacts another student's or students' educational experiences.

No student, employee, volunteer, or visitor of 27J shall engage in, permit, condone, or tolerate bullying in any form.

A student, or group of students, who engages in any act of bullying is subject to appropriate disciplinary action which may include, but is not limited to, suspension, expulsion, and/or referral to law enforcement.

This policy applies not only to students who directly engage in an act of bullying but also to students who, by their indirect behavior, condone or support another student's act of bullying.

The severity and pattern of each student's behavior, as well as the context in which

the alleged incident(s) occurred, shall be taken into consideration when disciplinary decisions are made.

Retaliation against a victim, good faith reporter, or a witness of bullying is prohibited, and will be subject to disciplinary action.

Bullying may include, *but is not limited to:*

Subjecting a student to ridicule, embarrassment, or social isolation

Rumors or spreading of falsehoods

Electronic & Social Media taunting or Cyber-bullying

Cyber-stalking

Sexual, religious, or racial harassment

Intimidation, gestures, or threats

Unwanted teasing

Retaliation

Stalking

Physical violence

Theft or destruction of personal property

Bullying based on a protected classification set forth in the District's Anti-Discrimination Policies (race, color, creed, gender, religion, national origin, sex, marital status, sexual orientation, disability, status with regard to public assistance or age) shall also constitute a violation of this policy.

PROFANITY/OBSCENITY:

Students are expected to be orderly and well mannered. The use of profanity, obscene language or gestures is STRICTLY prohibited. Violations could result in a disciplinary consequence.

PUBLIC DISPLAYS OF AFFECTION:

Students are expected to refrain from displays of affection while at school. Inappropriate displays will receive an initial warning and subsequent displays are subject to disciplinary action.

DRESS CODE:

The primary responsibility for a student's attire resides with the student and parents or guardians. BHS will create an environment that promotes student achievement and a positive learning environment. Modes of dress, hairstyles, and personal grooming habits will be accepted provided they are respectful to, safe in, and appropriate for the school community. All students and staff should understand that

they are responsible for managing their own personal distractions without regulating individual students' clothing/self-expression.

Any clothing that the staff of BHS feels is inappropriate to wear in the school environment will result in the student being asked to change and/or alter their clothing. BHS Staff commit to respecting students as individuals and young adults and will approach dress code conversations as such. Students who refuse to comply or are habitually dressed in a way that is not respectful, safe, or appropriate are subject to disciplinary action.

- Students' clothing should be respectful to themselves, other students, staff, and the community.
 - Students may not wear clothing with violent language or images.
 - Students may not wear clothing depicting drugs, alcohol, tobacco (or other illegal substances/activities).
 - Students may not wear clothing with hate speech, profanity, or pornography.
- Students' clothing should promote safety.
 - Students' faces must be visible at all times.
 - Hats may be worn given that they:
 - are otherwise compliant with dress code requirements, are not blocking the view of the student's face
 - are not obstructing the view of other students in a classroom
 - are not a safety hazard during class-specific activities or assignments (i.e. using an open flame in science).
 - Students and staff must have their school ID on them at all times. ID's are used for checking out library books, getting into athletic events and activities, and checking out chromebooks.
 - Students must follow classroom specific rules that are intended to promote safety. This may include protective or supportive clothing such as eye or body protection in science classes or athletic attire/shoes in PE.
- Students' clothing should be appropriate for school.
 - Certain body parts must be covered by opaque (not see through) material: nipples, belly button, buttocks, and genitals.
 - Students must wear a shirt, bottoms (such as pants, sweat pants, shorts, leggings, skirt, dress), and shoes.
 - Students may not wear tube tops or bathing suits; ALL undergarments must be covered.

**High-school courses that include attire as part of the curriculum (for example, professionalism, public speaking, and job readiness) may include assignment-specific dress code.

***THIS POLICY IS SUBJECT TO REVISION AT ANY TIME

Skateboarding, bicycling, and rollerblading are not allowed on school grounds.

CHROMEBOOK/COMPUTER USAGE:

Students will be issued a chromebook and charger to be used at school and home for the purpose of education. Students are responsible for the general care of the Chromebook they have been issued by the school. Chromebooks that are broken or fail to work properly must be taken to the designated Help Desk at their respective school as soon as possible in order to begin the repair process. Chromebooks owned by the district should not be taken to any outside computer service for any type of repairs or maintenance. Students or parents should not attempt to complete any repairs to a Chromebook.

Using Your Chromebook:

- Chromebooks are intended for use at school each day.
- In addition to teacher expectations for Chromebook use, school messages, announcements, calendars, and schedules may be accessed using the Chromebook.
- Students are responsible for bringing their Chromebook to all classes unless specifically advised not to do so by their teacher.
- Chromebooks should be stored and locked in lockers when not in use.

Policies regarding electronics conduct and expectations:

- Student Code of Conduct <http://bit.ly/2Ng80dR>
- JICJ - Student Use of Cell Phones and Other Personal Devices <https://bit.ly/2McZifB>

Repair and Replacement: You are responsible for the care of your device and accessories. If they are broken or lost, you must report it to your school and may be responsible for the cost of repair or replacement(see below fee structure). 27J is the sole owner of the Chromebook and repairs can only be facilitated through district processes.

Accidental Damage: There will be no fee for accidental damage to a Chromebook. A letter may be sent to the parent/guardian if deemed necessary. Repeated accidental or careless damage to a Chromebook will be addressed by school administration and can result in a full fee assignment for the Chromebook.

Repairing Damaged Chromebook: Repair to a Chromebook irresponsibly or intentionally damaged can be charged at the actual cost of repair parts and labor. The school administrator will determine if the Chromebook has been irresponsibly or intentionally damaged.

DRIVING on CAMPUS REGULATIONS:

Those students granted permission to operate a vehicle should understand that driving their vehicles to school is a privilege that may be revoked by the school authorities at any time

- BHS assumes no responsibility or liability for injuries to persons or for damage to or loss of contents from any vehicle while on school property
- All vehicles parked on school property are subject to being searched at any time.
- All vehicles parking on BHS property **MUST have a valid parking permit.** Permits will be available on a first come, first serve basis and cost is \$60 per year. All State driving regulations apply.

Response/Consequences to Inappropriate Behavior

The following consequences apply to behavior on and off campus, in school vehicles, and at school activities and events. These are recommended guidelines in the disposition of discipline situations. Depending on the circumstances of the behavior and the history of the student, responses may vary at the administrator's discretion. Parents will be contacted for each offense.

A violation of any rule may result in discipline including, but not limited to:

- After school or morning detention
- In-school detention
- Alternative to suspension
- Out-of-school suspension
- Compensatory payment of damages
- Loss of bus privileges
- Assigned work related to offense

Controlled Substances			
Behavior	First Offense	Second Offense	Third Offense

Possession/use of/under the influence of a controlled substance, including paraphernalia	Assessment + 5 day suspension or 5 day + 5 day suspension, police contact	5 day suspension + treatment or 5 day + 5 day suspension recommended for expulsion, police contact	
Sale/Distribution of drugs	5 day + 5 day suspension, recommend expulsion, police contact,		
Assault (injury)			
Assault of a student	5 day suspension, may recommend expulsion police contact	5 day + 5 day suspension, recommend expulsion, police contact	
Assault of a staff member	5 day + 5 day suspension, recommend expulsion, police contact		

Alcohol Related			
Alcohol Distribution	Assessment + 5 day suspension or 5 day + 5 day suspension, police contact	5 day suspension + treatment or 5 day + 5 day suspension, recommend expulsion, police contact	
Alcohol Sale	5 day + 5 day suspension, recommend expulsion, police contact		
Alcohol Possession	Assessment + 5 day suspension or 5 day + 5 day suspension, police contact	5 day suspension + treatment of 5 day + 5 day suspension, recommend	

		expulsion, police contact	
Alcohol Under the Influence	Assessment + 5 day suspension or 5 day + 5 day suspension, police contact	5 day suspension + treatment or 5 day + 5 day suspension, recommend expulsion, police contact	
Academic Dishonesty			
Cheating/Plagiarism	Parent contact, grade of Zero, no retake for class credit	Parent contact, grade of zero, no retake for class credit, counseling, possible loss of credit in class.	Parent contact, grade of zero, no retake for class credit, counseling, possible loss of credit in class.
Behavior Infractions			
Detrimental Behavior	Counseling, 1-3 day detention or 1-4 day suspension	Counseling, 2-4 day suspension	Counseling, 3-5 day suspension
Defiance/Insubordination	Counseling, 1-3 day detention, 1 day suspension	Counseling, 2-4 day suspension	Counseling, 3-5 day suspension
Disruptive Behavior	Counseling, 1-3 day detention or 1-4 day suspension	Counseling, 1-5 day suspension	Counseling, 2-4 day suspension
Disrespectful	Counseling, 1-3 day detention	Counseling, 1-5 day suspension	Counseling, 2-4 day suspension
Disorderly Conduct	Counseling, 1-3 day suspension	Counseling, 2-4 day suspension	Counseling, 3-5 day suspension
Hazing	Counseling, 1-3 day suspension, police contact if appropriate	Counseling, 2-5 day suspension, police contact, recommend expulsion	
Inappropriate Behavior (sexual)	Counseling, 1-3 day detention	Counseling, 1-3 day suspension	Counseling, 2-4 day suspension
Profanity/Obscenities	Counseling, 1-3 day detention or 1-2 day suspension	Counseling, 2-4 day suspension	Counseling, 3-5 day suspension

Repeated Interference	Counseling, 1-3 day detention	Counseling, 1-3 day suspension	Counseling, 2-4 day suspension
Bullying	Counseling, 1-3 day suspension, police contact if appropriate	Counseling, 2-4 day suspension, police contact, recommend expulsion	3-5 day suspension, police contact, recommend expulsion

Computer Violation			
Computer Violation	1-3 school detention, 1-5 day suspension or loss of privileges, parent contact	1-5 day suspension or loss of privileges, parent contact	3-5 day suspension or loss of privileges, parent contact
Dangerous Weapons			
Firearms(gun) Possession or Use Reserved strictly for use or possession of actual firearms (not facsimiles, BB guns or pellet guns) on school property	5 day (+5 day) suspension, police contact, recommend expulsion, without alternative option		
Dangerous Item Items (e.g. small knives less than 3 ½", fireworks) not always regarded as being a weapon, but which are potentially dangerous and inappropriate for school.	5 day suspension, police contact,	5 day suspension + 5 day suspension, recommend expulsion, police contact.	
Dangerous Weapon Use or possession of a dangerous weapon as defined by statute (includes large knives – over 3 ½", BB, pellet, and "look alike" guns) on school property.	5 day + 5 day suspension, police contact, recommend expulsion		
Destruction or Vandalism			
Destruction or Vandalism/Personal Property Willful destruction, defacing or vandalism of personal or private property	Counseling, 1-3 day detention, 1-3 day suspension, restitution, police contact if appropriate	Counseling, 3-5 day suspension, restitution, police contact if appropriate	5 day suspension, restitution, recommend expulsion, police contact if appropriate

School Property Willful destruction, defacing or vandalism of school property or property of school employees	Counseling, 1-3 day detention, 1-3 day suspension, restitution, police contact if appropriate	Counseling, 3-5 day suspension, restitution, police contact if appropriate	5 day suspension, restitution, recommend expulsion, police contact if appropriate
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Drug Related			
Drug Paraphernalia Possession	Assessment + 5 day suspension or 5 day + 5 day suspension, police contact	5 day suspension + treatment or 5 day + 5 day suspension, recommend expulsion, police contact	
Drug Distribution	5 day + 5 day suspension, recommend expulsion, police contact		
Drug Possession	Assessment + 5 day suspension or 5 day + 5 day suspension, police contact	5 day suspension + treatment or 5 day + 5 day suspension, recommend expulsion, police contact	

Drug Sale	5 day + 5 day suspension, recommend expulsion, police contact		
Drugs Under Influence	Assessment + 5 day suspension or 5 day + 5 day suspension, police contact	5 day suspension + treatment or 5 day + 5 day suspension, recommend expulsion, police contact	
	Assessment + 5 day suspension or 5 day + 5 day suspension, police contact	5 day suspension + treatment or 5 day + 5 day suspension, recommend	

		expulsion, police contact	
Ethnic Intimidation			
Ethnic Intimidation – verbal abuse or threatening behavior based on race, culture, or culture.	Counseling, 1-3 day detention or 1-2 day suspension	2-4 day suspension	3-5 day suspension
Felony			
Felony on school property (charged) NOT including substance abuse, assault, dangerous weapons, or robbery.	5 day suspension, police contact, recommend expulsion		
Felony Robbery – on school property	5 day suspension, police contact, recommend expulsion		
Fighting			
Fighting Offense	Counseling, 3-5 day suspension, police contact if appropriate	Counseling, 3-5 day suspension, police contact if appropriate	5 day suspension, recommend expulsion, police contact
Encouraging Fighting	Counseling, 3-5 day suspension, police contact if appropriate	Counseling, 3-5 day suspension, police contact if appropriate	5 day suspension, recommend expulsion, police contact
Gang Activity			
Gang Related Activities	Counseling, 1-3 student detentions, or 1-5 day suspension, police contact if necessary	Counseling, 3-5 day suspension	5 day suspension
Harassment			
Harassment – harassing or minor threatening behavior meant to annoy or disturb victim.	Counseling, 1-3 school detention, 1-3 day suspension, contact police if appropriate	3-5 day suspension, police contact if appropriate	5 day suspension, police contact if appropriate

Sexual Harassment – behavior intended to annoy or disturb victim based specifically on gender or sexual orientation.	3-5 day suspension, police contact if appropriate	5 day suspension, police contact if appropriate	
Motor Vehicle Violation			
Motor Vehicle violation	Ticket and/or fine for violation, police contact	Towing of vehicle at owners expense, loss of driving privilege, police contact	
Off-Campus Behavior			
Off-campus behavior	Counseling, 1-3 day detention or 1-4 day suspension	1-5 day suspension	4-5 day suspension
Theft			
Theft	Counseling, 1-3 day suspension with restitution, police contact if appropriate	Counseling, 3-5 day suspension with restitution, police contact if appropriate	5 day suspension, restitution, recommend expulsion, police contact if appropriate
Possession of Stolen Property	Counseling, 1-3 day suspension with restitution, police contact if appropriate	Counseling, 3-5 day suspension with restitution, police contact if appropriate	5 day suspension, restitution, recommend expulsion, police contact if appropriate
Tobacco Related			
Tobacco Possession	Counseling, parent contact	1-4 day suspension	5 day suspension
Tobacco Use	Counseling, parent contact	1-4 day suspension	5 day suspension
Trespassing			
Trespassing – willfully being in/at a prohibited school location or school activity without permission, or being on other District property without permission.	Counseling, 1-3 day school detention or 1-2 day suspension	2-4 day suspension	3-5 day suspension

These policies are subject to change based upon District updates.

