



2024-2025
Parent & Student
Handbook

20 W. 7th Street, Upland CA 91786

Main: 909-581-8568

Fax: 909-581-9976

Email: info@stoneridgeacademyk12.net

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Dear Parents/Guardians,

Welcome to Stone Ridge Academy! We are excited to have your child with us and are eager to help them while they are with us. Our staff has worked diligently to provide some helpful information that outlines the procedures and policies of the academy. Other informational source such as newsletters, notices, flyers, and school notes will be sent home during the year to keep you informed of the daily activities at Stone Ridge Academy.

I want to extend a warm invitation to you to become an active part of our child's education. Being involved in your child's education does lead to increased academic achievement and foster positive self-esteem.

Should you have any questions or concerns, please call us at 909-581-8568 Or send an e-mail to infor@stoneridgeacademyk12.net and I will be happy to discuss your concerns or help arrange an appointment with your child's teacher (S).

Sincerely,
Lois Smith
Executive Director/Administrator

Stone Ridge Academy's Mission

It is our mission to assist students from all communities in realizing academic success by removing psychological and social barriers to learning.

It is our mission to bridge learnings gaps, by providing diverse forms of instruction that Address unique learning needs that are individualized and specific to their learning style.

It is our mission to provide student with a rigorous and relevant academic curriculum That meets state and local district criteria.

It is our mission to leave no child behind and assist students in reaching their highest Academic potential.

It is our mission to challenge students to exceed their present capabilities and assist them In realizing that they are no limited by their limitations only by their unwillingness to Strive for more.

It is our mission to assist students in developing skills necessary to sustain interpersonal relationships.

It is our mission to provide a safe, non-threatening environment that promotes the Psychological health and Weil-being of students so that they may self-actualize and develop the self-confidence that is needed/ or successful adult living.

It is our mission to nurture the developmental needs of all of our students so that they May evolve into confident, self-sufficient adults.

It is our mission to improve the social adjustment of all of our students by increasing Their level of social awareness and perspective.

It is our mission to build on the strengths of the student and teach them to master their own learning process in order to become competent, caring and contributing members of society.

It is our mission to empower students with employability skills necessary for Self-sufficiency and successful transition into adulthood.

It is our mission to meet the needs of the whole child by exposing our students to community experiences and providing opportunities for educational and social enrichment.

It is our mission to treat all of our students with kindness, respect and honor and embrace their sense of individuality.

It is our mission to develop collaborative relationships with community partners who can enhance community awareness and provide opportunities for enrichment and success among our students.

Stone Ridge Academy feels that all students regardless of their designation have the right to receive the highest quality of education services that promote academic growth and psychological health and well-being. It is our quest to rehabilitate, remove barriers, and create endless pathways of academic and social success.

Philosophy of Stone Ridge Academy

The primary responsibility of Stone Ridge Staff is to service the academic, social Emotional behavior and special needs of the student. Recognizing that students vary in their abilities, the staff provides a structured and varied program as well as an atmosphere that will enhance learning. We know Each student enrolled in Stone Ridge will experience the sincerity and dedication of our staff in helping them succeed and achieve their academic and personal goals.

Our program is designed to promote high self- esteem, educational achievements and personal development. This will be accomplished through The efforts of our dedicated individuals who are skilled in the areas of education. We also encourage parental involvement and support.

Visitors

Visitors are not allowed on the school premises unless they are the legal parents/guardians of attending students, as well as third parties working with students attending Stone Ridge Academy (i.e. Regional Center, Social Workers).

**Proper identification must be show and cleared by office
Personnel before any persons can visit any part of the school.**

THIS IS FOR THE PROTECTION OF YOUR CHILDREN.

If you wish to meet with your child's teacher, please call the office 909-581-8568 for appointment. Please make attempts to plan Doctor's and Dentist's appointment in the afternoon or after school hours when possible.

Health and Safety

It is the policy of Stone Ridge Academy to establish rules and regulations that will promote a safe learning environment of all children as required by the California Education Code.

49451-A pupil shall be exempt from physical examination by school health personnel if a written request is filed annually with the school principal by the parent or guardian. If there is reason to believe the child is suffering from a contagious or infectious disease, he/she shall be sent home to return. The school nurses clear them, or all protocols have been met by student and physician.

Nurse – Stone Ridge Academy does have a certified nurse on site for 2 hours a week. Parents will be notified by the office in the event of non-life threatening illness or accidents. The paramedics will be summoned in the event of life-threatening illness or accidents. The parent/guardian or a responsible person of the student must incur the expense of such service.

First Aid – Emergency First Aid is given for accidents that occur at school. All Parents should be sure that an up-to-date Emergency Card is on file at the School in order that proper attention can be promptly given in the case of all Accidents. It is most important that someone may be reached at home or at work.

HERE IS A LIST OF THE MOST FREQUENTLY SEEN HEALTH PROBLEMS IN THE SCHOOL:

Epiclesis – (head Lice) must be under treatment. Eggs must be removed from Hair before returning to school. Child should be checked every 6-7 days for possible return and all family members should be checked in order to reduce chances of return. Child must be re-admitted by physician.

Chicken Pox – Return to school is minimum of 7 day after appearance of pox and after primary crusts has disappeared from exposed parts of the body. Incubation period of 14-21 days after contact. Contacts at home may come to school, if properly isolated at home. Office must re-admit.

Cold – any child who has severe upper respiratory symptoms or a temperature above 100 degrees should be kept home.

Covid19 - Rule any child must always wash your hands, wear your mask when needed, and avoid touching your face to help stop the spread of germs.

Influenza – child may return to school upon complete recovery (temperature normal for a day.)

Impetigo – Child may return to school if under treatment and lesions are

Ringworm – must be under treatment and it must be covered before returning to school.

Scabies (itch) – Child must be under treatment. Must be admitted by Physician. May be returned after application of medication.

Scarlet Fever – After seven days and clinical recovery with no temperature or Symptoms child may return to school. Child must be isolated at home in order to assure other members of the home safety in attending school.

If you have any question concerning the possibility that your child may be ill, Please call your family doctor or the school director.

Please read the following:

As a reminder, per our policy and E d Code “A pupil while infected with any contagious or infectious disease may not remain in any public school.” (California Code of Regulations, Title 5, Education, 202). It is mandatory For our students to be kept home for at least 24 hours after showing Symptoms of the following commonly communicable diseases including, but not limited to:

- **Chickenpox**
- **Common Cold (Upper Respiratory Infection)**
- **Conjunctivitis ('Pink Eye')**
- **Foodborne Illness**
- **Hand, Foot, and Mouth Disease**
- **Head Lice**
- **Hepatitis A, B, and C**
- **Herpes**
- **Influenza (Flu)**
- **Measles (Rubeola)**
- **Pertussis (whooping Cough)**
- **Ringworm (Tinea)**
- **Rubella (German Measles)**
- **Scabies**
- **Scarlet Fever**
- **Strep Throat**
- **Tuberculosis**
- **West Nile Virus**

If you have any questions, feel free to contact us at (909) 581-8568 and speak to Our school nurse.

DRUG-FREE ENVIRONMENT

It is our responsibility as educators in striving to establish and provide a drug Free environment to educate our students. At Stone Ridge Academy, we Encourage the older students to be positive role models for our younger students. We actively promote and encourage our students lead a drug- free lifestyle.

Possession of any illegal drug look-alikes, alcohol, or controlled substances by Any students are prohibited. Students found in possession of any controlled substances will be subject to disciplinary action as determined by the Administration. In addition, law enforcement may be notified.

TOBACCO FREE ENVIRONMENT

In compliance with California Health and Safety Code, Section 104420 and 104495, Stone Ridge Academy supports a tobacco- free environment. Tobacco used by students, staff and visitors is prohibited at all times on SRA Property. (E-cigarettes are considered tobacco products. Vaporizers are Considered drug paraphernalia). Questions concerning enforcement of this Policy may be directed to the administrators at any school site.

Attendance and Illness

Stone Ridge Academy staff believes that success in school is directly Related to consistent attendance and punctuality. Our policy combines Absences and trancies. Parents can support this attendance policy by making sure students arrive on time and are ready to learn. When your child is absent, please call **Stone Ridge At 909-581-8568** or send a note the following day. State law requires showing the specific reason given by the parent or guardian for each absence.

There are a variety of illnesses that requires a child to stay at home until the Symptoms are gone or doctor gives permission for the child to return to School (i.e. Such as, but not limited to, the flu, head-lice, chicken pox, Meningitis, pink-eye).

Please be patient with the school as we cannot risk the health of other students by exposing them to conditions that may cause illness and loss of Schooling.

The attendance policy is a follow:

An absence is missing school for any reason. This includes absences cleared By parent/guardian note or phone call. **The only exception to this policy are School related activities, doctor/dentist appointment (verified by doctor's Note) or mandatory court appearances.**

Truancy is an absence(s) not cleared by a parent/guardian with in three days of the student's return to school
Leaving campus without permission is truancy.

A "late" is when the student arrive to cs arrives to cs after the last bell rings. Accumulated "lateness" is counted as both trancies and absences.

After a student has had 5 unexcused absences, Notice of Truancy or Excessive Absences letter is sent home and to the student's district of residence.

The office will make every effort to call parents during the day and the director will Continue to call during the evening to verify absences. In addition, letters will be sent at regular intervals to notify parents/guardians of their absences. The director and the classroom teacher will meet the parents and student who are excessively absent. Please see 'Stone Ridge Academy Attendance Procedures' for additional information.

Immunizations

An act to amend Section 120325, of and to amend, repeal and Section 120335 of, the health and Safety Code, relating to vaccinations.

**All students entering, advancing, or transferring into 7th grade
Will need proof of an adolescent whooping cough booster
Immunization
{called 'Tdap'} for school in the fall.**

Tdap is a booster vaccine for older children, adolescents, and adults. It safely protects against 3 dangerous diseases: tetanus, diphtheria and whooping cough (also pertussis).

This **new school immunization law** affects all students in public and private schools. Pertussis is a very contagious respiratory disease that can be severe and last for months. The immunity received from either early childhood immunization or pertussis disease wear off over time, leaving older students and adults susceptible again to pertussis. Immunization with Tdap can protect students, schools, and communities against pertussis.

**Upon enrolling your child in school, please have a copy of the child's
Immunization record with all shots being up to date.**

Medication at School

Medication will be given at school only in special cases. All student medications must be kept in the nurse office. A letter from the parent must be on file, giving permission to administer the medication as well as a letter from the doctor stating when the medication must be taken and the dosage required.

Emergency Cards

An emergency card is required to be on file and will be maintained for each Student in our school.

For your child's sake, please keep the information current.

Whenever there is a change home/placement, jobs, baby-sitters, contact Number (i.e. home and cell phone number), emergency contact information (i.e. parent guardian/neighbor contact numbers), please notify the office Immediately.

Disaster Procedure

In case of fires, earthquake, or other disasters in our area, children will be kept at school under our care and supervision until it is determined to be safe for them to leave or until a parent/guardian picks them up. Your child will not be released to anyone other than yourself or your designee of whom we have been given written authorization.

Telephones

Students are only allowed to use the office phones in case of an emergency. Office personnel are not allowed to take telephone messages for students since proper identification cannot be obtained. **This is for the safety of your children.**

Students' Dress, Grooming and Appearance

In recognition of the instructional responsibilities and goals of Stone Ridge Academy, the SRA hereby adopts the following regulations relative to the dress and appearance of students:

1. **NO** gang-related jewelry, insignia, color, paraphernalia, materials, apparel. Clothing or attire may be worn or carried on campus or at school activities. Also prohibited are notebooks, manner of grooming, or gestures, which by virtue of color, arrangement, trademark, graffiti or any other attributes, denotes membership in such a gang or group.
2. **NO** gang-related hats or other gang related head attire may be worn on Campus or at school activities.
3. **NO** clothing, jewelry, paraphernalia, material, or manner of grooming, which is obscene, sexually explicit, or which depicts or suggest sexually related or obscene gestures, pictures or wording, or which promotes violence, the use/abuse/promotion of drugs, tobacco, or alcohol, may not be worn or carried on campus or at school activities.
4. **NO** student may wear revealing articles of clothing (i.e. tank tops, halter tops), open toes shoes (i.e. sandals, house shoes, slippers), baggie pants, no revealing underwear, jewelry, paraphernalia or accessories, which pose a threat to the physical and/ or emotional wellbeing, and safety of the student or others on campus or at school activities.

5. **NO** clothing or articles of clothing (including, but not limited to clothing with chains, gloves, bandanas, shoestrings, wristbands, jewelry) which are likely to provoke others to act of violence or which are likely to cause others to be intimidated by fear of violence may not be worn on campus or at any school activities.
6. **NO** Student may wear hats, bennies, hoods, rags, bandanas, hair nets or Other type of head gear will be allowed to be worn on campus or at any School activities.
7. **NO** gang-related clothing, apparel attire, jewelry, insignias colors, Paraphernalia and materials may vary from year to year. Consequently Prior to disallowing the wearing or display of the aforementioned articles or symbols, the procedures outlined hereafter shall be strictly adhered to by the director or the principal's designee.
Violation of this dress code causes unnecessary problems at school with Students (i.e. fighting, throwing gang signs, intimidation, etc.).

When van drivers(s), arrive to pick-up students from home and students Are violation of dress code, drives have been instructed **NOT TO** pick up Those students who choose to dress in this fashion.

Student who arrive to school wearing prohibited items will not be allowed to remain on campus. Students who violated dress code will be sent to In-School Suspension or Suspended from school. Parents will be notified Immediately to pick up their child from school when dress code violated.

The interpretation of specific portion of this policy, including the determination Of what constitutes gang attire and supporting procedures and regulations Is delegated to the administrated staff of Stone Ridge Academy.

Gang Symbols / Graffiti

Any student wearing or carrying over gang paraphernalia, symbols or Making gestures that symbolize gang membership shall be referred to The principal or designee. The student's parent/guardian shall be Contacted and the student sent home to change clothes if necessary.

Administration Procedures

Recognizing that gang-related clothing, apparel attire, jewelry, insignias Colors, paraphernalia and materials may vary from school, and may change From year to year, prior to disallowing the wearing or display of clothing Apparel, jewelry, accessories, materials, graffiti, and other items prohibited Under this regulation, the following procedures shall be strictly adhered to:

1. At the beginning of each school year or upon enrollment, the parent or guardian of student shall be provided a copy of the student dress and appearance regulations and implementation procedures. The student dress and appearance regulation and implementation shall also be posted at each school site.
2. If student is suspected of violation the Student Dress and Appearance Regulations, the violation should be reported to the Director or the Director's designee.
3. The Director or his/her designee shall observe the student and make an initial determination whether the student may be violating the student dress and appearance regulations.
4. If possible, violation is observed by the director or hi/her designee, the Director and / or the director's designee shall call the student to his/her office for an informal conference. If the possible violation occurs at a school activity or after the end of the regular school day, the principal and /or his/her designee who observed the possible violation may hold the informal conference, the student's parent (s) or guardian shall be contacted and informed of the suspected violation of the student dress and appearance regulations. A copy of the student dress and appearance regulation and implementation procedures shall be given to the student.
5. The student shall have the opportunity to present his or her version and Evidence in his or her defense in response to the contention that student Dress and appearance regulations have been violated. If the principal and/or Principal's designee finds that a violation has occurred, the student will be Requested to remove the article of clothing or jewelry, accessory or other Items, and the principal shall retain the articles of clothing and / or jewelry, Or other accessory or items until the end of the school day; at which time, the Items will be returned to the student and the student will be directed no to Wear the items and/or bring them to school in the future. Hats or items Deemed dangerous maybe kept until retrieved by the offending student's Parent (s). If the removal of the clothing may prove embarrassing to the Student, the principal and /or principal's designee may provide a change of Clothing or, after notifying the student's parent (s) or guardian direct the Student to return home to change clothing.

Administration Procedures -continue

6. The parent of guardian shall be given an opportunity to meet with the principal and /or director's designee to discuss the violation. If the parent(s) or guardian is not satisfied at the conclusions of the conference with the decision of the director and/or director's designee, the parent to guardian may request a review of the decision by the following order:

1. Executive Director
2. Assistant Director
3. Board of Ridge Academy

7. Any student who violates the student dress and appearance regulations a second time maybe subject to more severe disciplinary action, including but not limited to suspension and/or expulsion.

GENERAL CLASSROOM RULES

Arrive to school on time.

Enter the classroom quietly and be seated upon arrival.

Be prepared – gather any book, planner, notebooks, paper, pen, Sharpened pencils, etc.

Listen and follow directions from all staff. If instructions were not Heard the first time, please ask for clarification to avoid misunderstanding

Use appropriate communication skills when speaking with your peers, Teachers and other staff. Use of profanity, slang, and vulgar language will not be tolerated.

Be courteous to everyone. Please raise hand before speaking.

Observe personal space of others. Keep hands, feet, and other body parts (i.e. head, hair) to yourself.

Be respectful of the rights, opinions, and property of others.

Complete classroom assignments without disturbing anyone. Upon completion of work, seek teacher for additional instructions.

Used class time appropriately and protectively. Avoid note writing, hair combing, applying makeup, etc....

Seek staff assistance when needing help on class assignments, feeling Frustrated or need a break. Staff will provide necessary guidance when Concerns are brought to their attention appropriately.

No gum allowed in school.

No items are to be brought to sell, trade, or provoke other students (i.e. toys, hats, electronics items).

Place trash in trash can and recyclables in the appropriate recycling can.
Remain in your seat until dismissed by your teacher.

When transitioning to your next class, walk to your next – class – no running on Campus.

Classroom and Homework Assignments

Classroom Assignments:

The policy regarding classroom assignments adopted by Stone Ridge Academy is listed for your information. Assignments are corelated to the State standards-based coursework and objective while maintaining Consistency with the grade level and maturity level of the student.

Assignments may not always require a textbook and students may not have To write anything, but they will have an assignment. They may be asked to read, memorize, plan research, describe, make a notebook, or bring something. Some assignments may require checking out books from the library.

Students who have an excused absence due to illness, injury, doctor's

Appointment, bereavement, or school-related functions can make up assignments. If students are absent due to illness, parents/guardians can request for their student to make-up their assignments by contacting the office. Students who are excused will also be given same number of days will to make up their assignments.

Students who are suspended will be allowed to make-up their Assignments without being cleared per Registrar. However, teacher will provide opportunities for students to complete additional assignments (i.e. extra credit) in helping them succeed academically.

Grade are depended upon successful completion of all completion of all assignments. Failure to complete all assignments may result in receiving poor grades.

Homework Assignments:

The policy regarding homework assignments adopted by Stone Ridge Academy is listed for your information. Parents and teachers should work together in seeing that students do their homework.

Homework can accomplish the following objectives for our students:

1. Complete work started in class
2. Expanding or enriching regular class work
3. Giving practice needed for a particular skill
4. Making up work due to an unexcused absence
5. Providing opportunities to pursue special interest or ability areas
6. Providing increased instructional time
7. Encouraging parents'/guardians' awareness of student learning
8. Becoming familiar with out-of-school learning resources (i.e. library)

Remember, homework is being required by the State of California School Board to help student learn, build responsibility, self-discipline, and develop life-long learning habits. Stone Ridge staff expect all students and parents/guardians to view homework as an important and routine part of their students' daily lives. If you have any questions, or concerns, please contact your child's teacher. We want to help you answer any questions that you may have, just as we want every student to succeed.

Homework assignments in grades 1-12 should be geared to achieve a positive goal such as to strengthen a skill or for enrichment. Students in grades 1-3 shall be involved in homework assignments for at least two hours per week. Students in grades 4-6 shall be involved in homework assignments for at least three hours per week. Students in grades 7-12 shall be involved in homework assignments for a minimum of three- and one-half hours per week.

Although teachers will make provide homework assignments in other areas, the following subject will be emphasized first:

- A. Reading/Language Arts
- B. Math
- C. Science
- D. Social Studies

Teachers will provide classroom and homework assignments under the following conditions:

- (A.) Homework assignments will be made according to individual needs.
- (B.) Consideration will be given to student's needs as well as his/her ability
- (C.) Clear directions will be given regarding the completion of the Assignment

(D.) Specific dates and times will be given regarding the return of completed assignments as indicated by their teacher

(E.) All returned assignments will be evaluated by the classroom teacher

Behavior Intervention

In the same way that we modify our academic curriculum, we tailor individual behavior interventions to each student accordingly. Each Teacher, Paraprofessional and Behavior Aide is conscious of the behavior goals, social-emotional goals, and Behavior Teaching Plan in place for each student and utilizes the modifications and interventions.

All staff undergoes training in the area of how help students develop social skills within the school environment. All staff utilized an open-door policy, in order to work with students during difficult situations.

We host an assortment of in-house staff development and make use of various training from our contracting districts in order to stay on top of academic curriculum and behavior intervention.

Some of the interventions we use include:

- Positive Reinforcement
- Problem-Solving Skills
- Anger Management
- Interpersonal Skills
- Conflict/Mediation Resolution
- Peer and Staff Modeling
- Perspective-Taking Training
- Peer Negotiation
- Peer Resistance
- Active Listening
- Time-Think Strategy
- Tolerance of Diverse Groups
- Positive Communication Skills
- Stop-Think-Act Technique, Howard M. Knoff Ph.D.
- Picture Exchange Communication System (PECS)

Our goal is to strengthen and reinforce their resilience and self-management of each student to help prevent them from using maladaptive behaviors via reinforcement and incentives. We also foster the independence of our students so they will be able to transition back into the public-school environment and are successful.

In order to track the progress of our students, we use weekly anecdotal records, daily point sheets, graphing, etc. This allows us to access the needs of each student and distinguish what interventions and modifications needs to put into place.

The following pages are charts used to help track students' academic and behavior progress.

Discipline

It is the principals' responsibility to maintain good discipline in the school by determining standards with the school staff and rendering support when needed. Teachers shall exercise general oversight over the conduct of the students on the playground and during recess. They shall exert their influence to prevent quarreling and disagreement, rude and noisy behavior, vulgar and profane language, improper games, and disrespect to citizens and strangers.

A student may be detained for disciplinary or other reasons in the room or designated location during the intermission at noon or during any recess provided the student has been given the opportunity to use the restroom and has been given a reasonable period of time to eat lunch. The principal shall be responsible to ensure that the number of detention is not excessive.

(Education Code 44807.5)

Corporal Punishment

No person employed by Stone Ridge Academy shall inflict or cause to be inflicted corporal punishment upon a student. Corporal punishment means the willful infliction of or willfully causing the infliction of physical pain on a student. Striking any part of the head or body of the student, slapping, hair pulling, pushing, shaking, pinching, pulling ears, biting, shoving, elbowing, choking, tackling, shoving fingers in mouth, slamming child against wall, tripping and similar acts that could result in injury to the student are punished techniques that are strictly forbidden. All cases of corporal punishment shall be reported immediately to the Director.

An amount of force that is reasonable and necessary for a person to quell a disturbance threatening physical injury to person or damage to property for purpose of self-defense or to obtain possession of weapons or other dangerous objects within the control of the student is not and shall not be construed to be corporal punishment.

Physical pain or discomfort caused by athletic competition, or other such recreational activity voluntarily engaged in by the student is not and shall not be construed to be corporal punishment.

Behavioral Guide

Discipline in Stone Ridge Academy is of primary importance. By law schools are required to establish rules of student behavior and to insist that these standards be maintained fairly and uniformly.

Students are to learn to be responsible for their own discipline. Student discipline shall be directed, monitored, and evaluated primarily by the classroom teacher who shall use appropriate corrective measure when student behavior is unacceptable.

When the behavior of a student becomes a serious problem, the teacher shall refer the student to the principal or designee. At the request of the principal or designee, a written report concerning the incident(s) shall be submitted.

The principal or designee shall investigate the incident of misbehavior and use the appropriate corrective measures:

1. Counseling by the administrator/director
2. Detention
3. Parent/ student/ administrator/ director conference
4. Revocation from class
5. Suspension
6. Other as appropriate

Disciplinary policies and rules shall be enforced within the general guidelines as set forth in Education Code 5144.

Suspensions:

Classroom Suspension

Classroom suspensions will be avoided whenever possible. Stone Ridge Academy exists to address the inordinate amount of school suspensions experienced by these children. When removal from the classroom cannot be avoided, the school will utilize time out periods as an alternative to classroom participation. If necessary, this treatment is administered for a stipulated amount of time, along with proper supervision from school staff, but removed from the classroom and regular activities associated therewith.

School Suspension

Should the time out not work independently, a second referral will be made to the principal's office who at that time will determine if a conference is needed with parent, child, school psychologist or other staff member to formulate strategies to remediate or eliminate the behavior.

If the health and wellbeing of the child or other children is endangered by the presence of a given child, suspension will occur with hope that the behavior will be effected by a temporary loss of school privileges.

These guidelines reflect a maximum of possible actions that may be appropriate for a specific violation of school rules. The administrator/director shall determine the most effective action based upon his/her knowledge of the facts of the incident.

Guidelines for Disciplinary Action

(E.C 48900, 48900.2, 48900.J, 48900.4, 48900.5, 48900.7, 48901.5, 48902, 48906, 48915(b), 489JS(h))

Grounds for suspension apply to all students enroute to school, while at school and returning from school to home when engaging in or displaying the following behaviors, but not limited to:

- caused, attempted to cause, or threaten to cause physical injury
- Possessed, sold, or furnished any firearms, knife, explosives, or other dangerous objects
- Offered or attempted to cause damage to school property or private property
- Committed robbery or extortion
- caused or attempted to steal school property or private property
- Possessed or used any type of tobacco products (i.e. cigarettes, smokeless tobacco, and such
- Commit an obscene act or engaged in habitual profanity or vulgarity
- Possessed, offered, arranged or negotiated to sell any drug paraphernalia
- Disrupt school activities or willfully defy the authority of the school's staff

The chart on the following page indicates the type of disciplinary action that may apply to each problem area.

Reporting Injuries Inflicted Upon Minors

California Penal Code sections 11165 and 11166 require all teachers, administrative officers, supervisors of child welfare and attendance, certificated pupil personnel employees, administrators and employees of community care facilities, including children centers, head start and state preschool, psychologists, and licensed nurses to report known or suspected instances of child abuse to the Police, the Sheriff's Department, the County Probation Department, or County Welfare Department The report is mandated if one of the designated persons has knowledge of or observes a child in his or her professional capacity or within the scope of his or her employment whom he or she knows or reasonably suspects has been the victim of child abuse.

Reporting Procedures

The following are the procedures, which shall be used by Stone Ridge Academy employees to comply with the required reporting in cases of suspected child abuse.

1. A report is mandated in any instance of known or suspected child abuse by any person. The child abuse reporting law provides that a child is any person less than 18 years of age.
- (a) Child abuse means a physical injury, which is inflicted by other than accidental means on a child by another person. Child abuse also means the sexual abuse of a child or any act or omission proscribed in Section 273a (willful cruelty or unjustifiable punishment of a child) or 273b (corporal punishment or injury). Child abuse also means the neglect of a child or abuse in out of home care, as defined in this article.
- (b) sexual abuse means sexual assault or sexual exploitation as defined by the following:
 1. Sexual assault means conduct in violation of one or more of the following sections of this code: Section 261 (rape), 264.1 (rape in concert), 285 (incest), 286 (sodomy), subdivision (a) or (b) of section 288 (lewd or lascivious acts upon a child under 14 years of age), 288a (oral copulation), 289 penetration of a genital or anal opening by a foreign object), or 647a child molestation).
 2. Sexual exploitation refers to any of the following:
 - (a) Conduct involving matter depicting a minor engaged in obscene acts in violation of Section 311.2 (preparing, selling, or distributing obscene matter) or subdivision (a) of section 331.4 (employment of minor to perform obscene acts).
 - (b) Any person who knowingly promotes, aids, or assists, employs, uses, persuades, induces, or coerces a child, or any parent or guardian of a child under his or her control who knowingly permits or encourages a child to engage in, or assist others to engage in, prostitution or the either pose or model alone or with others for purposes of preparing a film photograph, negative, slide, or live performance involving obscene sexual conduct for commercial purposes.
 - (c) Any person who depicts a child in, or who knowingly develops, duplicates, prints, or exchanges, any film, photograph, videotape, negative, or slide in which a child is engaged in an act of obscene sexual conduct, except for those activities by law enforcement and prosecution agencies and other persons described in subdivisions (c) and (e) of Section 311.3.

(d) Neglect means the negligent treatment or the maltreatment of a child by a person responsible for the child's welfare under circumstances indicating harm or threatened harm to the child's health or welfare. The term includes both acts and omissions on the part of the responsible person.

1. Severe neglect: means the negligent failure of a person having the care or custody of a child to protect the child from severe malnutrition or medically diagnosed non-organic failure to thrive. Severe neglect also means those situations of neglect where any person having the care or custody of a child willfully causes or permits the person or health is endangered, as proscribed by subdivision (d) including the intentional failure to provide adequate food, clothing, shelter, or medical care.
2. General neglect: means the negligent failure of a person having the care of custody of a child to provide adequate food, clothing, shelter, medical care, or supervision where no physical injury to the child has occurred.

For the purpose of this chapter, a child receiving treatment by spiritual means as provided in Section 16509.1 of the Welfare and Institutions Code or not receiving specified medical treatment for religious reasons, shall not for that reason alone be considered a neglected child. An informed and appropriate medical decision made by parent or guardian after consultation.

Prohibited Items

Students are not to have in their possession (including book bags and lockers) nor bring the following items to school:

1. Radios, television sets, record players, CD players, tape cassette players, iPods, iPads, electronic games and cameras. (With prior written permission of the principal or designee, these items may be brought to school for special occasions).
2. Gambling devices-dice, playing cards, etc.
3. Drugs, alcoholic beverages, narcotics, cigarettes, tobacco, cigarette papers, cigarette lighters, pipes, matches, "look a-likes" and related paraphernalia.
4. Explosive devices, firecrackers, fireballs, cherry bombs, etc.
5. Weapons, such as guns, knives, cake cutters, screwdrivers, and/or other dangerous items.
6. Toys, which are realistic simulations of guns and knives.
7. Gang identification paraphernalia including but not limited to:
 - A. Beepers
 - B. Gloves
 - C. Rags/Bandanas
 - D. Plastic hands

Implementation of Regulations

The implementation of these regulations will be consistent throughout the school year.

On or before the beginning of each school year, the principal shall make a good faith effort to communicate the regulations and rationale of the staff and students.

1. The administrator shall conduct annual in-services for the uniform dissemination of information and enforcement of this regulation.
2. The principal or designee will meet with the appropriate staff members to keep teachers, staff, and parents Informed and build support.
3. Request the support of the press and media. Prepare accurate informative statements that communicate the regulations and supporting rationale.
4. Regular in-service of the faculty and staff will take place with local law enforcement agencies and other agencies to ascertain the presence of such groups in the community, and/or the potential for educational school disruption or disruption at school sponsored events.

Education code section 51265 urges schools to give high priority to in service program on gang violence and substance abuse prevention education.

Nutrition/ Lunch

Stone Ridge Academy will provide an AM snack (nutrition) and a hot lunch that is free of charge to all students. Parents/guardians are welcome to send a snack or a sack lunch with your student. Please notify the van driver when picked up from the home regarding your child bringing additional snacks to consume or sack lunch in place of SR lunch. Additional snacks are available for purchase to students (chips, fruit, fruit drinks, etc.) for \$.50 thru \$2.00 each.

Special lunches are given during events and holidays (i.e. celebrations during graduation, before Thanksgiving holiday).

If your child has special dietary needs, please contact Administration for further assistance.

Standards and Consequences of the Cafeteria

Cafeteria Standards

1. Stay in your seat unless you have permission to get up.
2. Keep your hands and feet to yourself.
3. Keep hands off your neighbor's food. No exchange with neighbor.
4. No loud talking, no swearing, and no teasing.
5. Do not throw food. Pick up before you leave the table.
6. No running in the cafeteria.
7. Follow the supe, visor's directions.

Cafeteria Consequences

1. Eat at another table
2. Lunch detention
3. Removal from cafeteria (supervised lunch in classroom)
4. Revocation of privileges (cafeteria worker, menu planner, etc.)
5. Eat last the following day

Students receive 20 minutes for Breakfast 30-50 minutes depending on grade for lunch during the regular school year. During lunch break, students are given a restroom break and will access the playground, as dismissed by Administration.

While accessing the playgrounds, all students will be required to comply with classroom rules in addition the following playground rules :

Playground Rules

1. No fighting
2. No throwing
3. Respect for others
4. No tackle football
5. No play fighting - no karate or wrestling
6. No tripping
7. No water balloons
8. No baseball unless supervised by an adult
9. No profanity or obscene gestures

The blacktop area is the play area. Stay away from the building and off the walls and fences around the school. Equipment is to be used for the purpose intended. No jumping off the swings, swinging double, or twisting of the chains.

No games of bodily contact nature will be played, such as tackle football, knock-down tag or games where one child carries another.

Football and soccer balls should be played with on the grass area of the playground only. Do not kick the red rubber balls or the basketballs. Do not kick any balls into the air on the blacktop area.

DO NOT HIT OR THROW BALLS AGAINST THE BUILDINGS

Students must get permission from a teacher or yard supervisor before coming to the office during recess or lunchtime. EXCEPT IN CASES OF AN EMERGENCY OR ACCIDENT.

Appropriate shoes are to be worn at all times. No sandals, thongs, or open toe shoes will be permitted.

Students should not bring any of their own PE equipment from home, except baseball mitts, with teacher permission. **WE CANNOT AND WILL NOT BE RESPONSIBLE FOR ANY PERSONAL ITEMS IF THEY ARE STOLEN, OR DAMAGED.**

Turns should be taken on all equipment. When the bell rings to end recess, student should **IMMEDIATELY** line up.

Running is not necessary since this creates a hazardous situation. Do not throw balls or play after the bell rings.

Stone Ridge Academy students are expected to leave the following items at home:

- A. Skateboards
- B. Walking sticks and canes
- C. Radios, stereos, CD players, tape players/tape recorders, cameras, iPods, iPads, game wireless sets or any other electronically devices that distracts students educational learning.

THESE WILL BE CONFISCATED AND RETURNED TO PARENTS/GUARDIANS ONLY

- D. Water guns/balloons
- E. Beepers will be confiscated
- F. Hats, hairnets, curlers, bandannas
- G. Games (game boys, cell phones, etc.)
- H. Toys (trading cards, marbles, etc.)

Field Trips

For participation in field trips, an emergency medical form must be signed, up to date and on file. Parents must also sign a permission form for the student to attend a school sponsored field trip or event. Students are expected and should comply with all safety rules while traveling on the bus as well as respect the rights of others while visiting or attending outings.

Participation for students to attend fieldtrip will be contingent on students' behavior (i.e. academic behavior, interaction with peers).

Textbooks

Textbooks are issued to student free of charge at the beginning of the school year. Students are responsible for the book that will be checked out to them until they are returned at the end of the year, or before the student exits the program. All books are inventoried by number. Loaning and sharing of textbooks is not allowed unless prior approval is given by the Administration.

A student must pay for books that are lost or damaged. Please note that the cost to repair books will be assessed and the cost for lost textbooks will range from \$50 to \$75. If a book has been paid for is found, the money will be refunded. All charges for lost books will reflect current replacement of books.

Students may not participate in the promotion/ graduation ceremony, have access to student records and transcripts if they have outstanding fines. Any outstanding balances will need to be resolved immediately.

Standards of Students Conduct

Stone Ridge Academy is a reflection of the student attitudes, values and behavior. All students should respect the rights of others, school property and themselves. In order to maintain appropriate learning conditions and opportunities in the classrooms, and on campus, all students are expected to be well behaved. The rule of conduct outline these expectation. Please go over them with your student(s) .

School Personnel to contact if you have questions:

Executive Director - Mrs. Smith

Program Director- Mrs. Moore

Programmer Specialist- Ms. Garcia

Parent and Family Engagement Policy

Stone Ridge Academy allows for parent and family engagement to ensure parent learning opportunities in state standards, social and emotional well-being, technology, blended learning availability, best teaching strategies, and ways to support student learning at home. Engagement opportunities include the following at Stone Ridge Academy:

- Parent Information Night/s
- Student Recognition Assemblies
- Back to School Night
- Open House

Hallway monitoring - Teachers should stand by their doors before and after class observing students as they enter and leave the classroom. Teachers can use this time to prompt and remind students about matters such as homework, being on time, and coming prepared to class. Hallways and exits/entrances to the school should be supervised before and after school to encourage appropriate school behavior.

Restroom monitoring - Teachers/Aides will walk through bathroom during transition times. Restrooms will be supervised intermittently during classes, also NO more than 2 students will be allowed in the bathroom at a time. Staff will properly check before and after use to ensure the safety of our students.

Lunch monitoring - post and enforce lunchroom rules.

Glossary of Disciplinary Actions

COUNSELING

A school official (staff member) will counsel with the student to identify the inappropriate behavior and discuss alternative behaviors and consequences.

EXPULSION

The student will be informed that he/she is subject to expulsion. The student's parent or legal guardian is notified by telephone and certified letter that the student is subject to expulsion. Notification to the parents or legal guardian will include clear instructions regarding the due process procedure. The principal/superintendent will recommend to the Board of Trustees that the student be expelled. The expulsion does not become effective until the due process procedure has been completed.

IN-SCHOOL SUSPENSION

A student may be assigned to an in-school suspension program at the discretion of the principal or designee. Students will work on class and/or behavioral assignments while being isolated from their peers.

LOSS OF PRIVILEGES/INELIGIBILITY

Students are prohibited from attending or participating in student activities for a definite period of time.

LUNCH DETENTION

Students may be detained during the lunch break by their teachers) or other school official for disciplinary or other reasons. Students will be allowed to eat their lunches and use the restroom during the time provided.

OTHER MEANS OF CORRECTION

In an effort to use restorative practices to correct and redirect behavior, students may receive Other Means of Correction as opposed to a suspension. Discipline depends on the severity of the behavior.

PARENT CONFERENCE

A formal conference is held between the student, parent/guardian and one or more school officials. Parent/guardian involvement will be solicited in an attempt to modify/improve student behavior.

POLICE CONTACTED

The police will be contacted for serious offenses such as drugs, alcohol, weapons, and serious misuse of electronic media.

RESTITUTION

Restitution (either in-payment or in-kind) will be expected when school or personal property of another is damaged.

SUSPENSION

The student is informed that he/she is subject to a suspension (up to five days). The student's/parents) or legal guardian is notified by telephone or in person that the student is subject to a suspension. Students will be provided with due process. Recorded in student record.

SUSPENSION OF BUS PRIVILEGES

Following District policy, students may lose the privilege to ride the bus for a period of time.

**FORM 5 - INFORMATION ABOUT PARENT/GUARDIAN LEGAL
DUTIES CONCERNING SAFE GUN STORAGE
2024-2025**

Form 5 must be completed by the parent or guardian of ALL students enrolled in the Stone Ridge Academy and submitted by either: (1) return this form to the student's school office.

Providing our Stone Ridge Academy students and staff with a safe educational environment remains one of our top priorities. We are all aware of incidents of self-harm or gun violence in our surrounding communities and across the nation. In California each year, an average of 27 children under the age of 18 have died by suicide with a gun. In the majority of these gun-related incidents, the minor gained access to a lawfully purchased gun from their residence or the residence of a relative (lawcenter.giffords.org).

Senate Bill 172 (October 12, 2019), authored by Senator Anthony Portantino, made it a crime in California to keep a loaded or unloaded firearm in the home of a minor without properly storing and locking the firearm with a gun safe or by using a firearm safety device. (California Penal Code Section 25100(A))

Unsecured guns in the home pose a risk to our students beyond self-harm or gun violence in schools. Every year, nearly 350 children under the age of 18 unintentionally shoot themselves or someone else. That is roughly one unintentional shooting per day (everytownresearch.org).

One study found that 87 percent of kids know where their parents' guns are kept and 60 percent have handled them (Baxley and Miller, 2006). Research shows that secure firearm storage practices are associated with up to an 85 percent reduction in the risk of self-inflicted and unintentional firearm injuries among children and teens (everytownresearch.org). Storing firearms securely protects children living in the home as well as children throughout our school district and community.

Child safety precautions still apply even if you have no children or if your children have grown to adulthood. A nephew, niece, or neighbor's child may come to visit. Please practice gun safety and safe gun storage at all times.

To prevent injury or death caused by improper storage of guns in a home where children are likely to be present, you should store all guns unloaded and locked with a firearms safety device in a locked container. Ammunition should be stored in a location separate from the gun.

You can learn more and download helpful resources; including a secure storage fact sheet, reference guide for talking to your children about guns, and facts and resources on child firearm suicide, at BeSMARTforKids.org/resources.

(Please print) Name of Student	ID Number	School	Grade

Signature of parent or guardian	Date

FORM 8- PERMISSION FOR PUBLIC USE OF STUDENT NAME, PHOTOGRAPH, AND/OR VIDEO IMAGE IN PUBLIC FACING PUBLICATIONS OR MEDIA 2024-2025

This set of permissions will remain in effect while your student attends Stone Ridge Academy

(Please print) Student name

ID Number

School

Grade

This form either grants permission or exempts a student from having his or her name. photograph, and/or video image published in public-facing newsletters, school/district websites and social media, or various publications by the school/district, news media. or other district-approved group.

Students are sometimes photographed and/or videotaped for school or district websites, newsletters, social media. marketing materials, or public presentations for the purposes of recognizing achievements or accolades, highlighting school or district instructional programs, or promoting events. Students may also be photographed and/or videotaped by the news media to inform parents and the community about instructional programs. events. and activities.

**Stone Ridge Academy respects the privacy of our students and their families.
Please indicate your permission level by selecting one of the boxes below.**

_____ **Yes, Full Permission Given:** I give permission for my student's full name, photograph, and/or video image to be used in any and all publications as stated above.

_____ **No, Do Not Release:** I do not give permission for my student's name to be used or for my student to be photographed or videotaped for any public-facing publications or media.

Note: Students full name and image may be included in the school yearbook and/or classroom presentations that are not accessible to the public. If you would like to exclude your student's name and/or image from ALL publications, including the yearbook, please contact your school office.

Failure to complete this form shall indicate that you are giving permission to the school/district to use your student's name. photograph, and video image in any and all publications and media.

Signature of Parent or guardian

Date

Arrival, Dismissal and Early Release Policies

NO BACKPACK ALLOWED

All students are to be checked - security check point

Arrival:

Consistent, on-time attendance is a priority. No child is permitted on the school grounds without supervision. **Supervision does not start until 7:30 a.m. (Monday-Friday)**, so children must not come to school before that. We want your child to be safe!!

No student will be permitted to leave school without written permission from home and/or permission from the Principal.

Dismissal:

Please do not come to the office at the end of the day and ask for your child. You must wait in line in your car until your student is dismissed. No early pick-ups please.

There is no after school supervision. Unattended students will be required to wait in the office until a parent comes. We need your cooperation in this matter. Any student not picked up by 3 pm will be turned over to the Upland Police Department. **Please pick your children up on time.**

Early Release:

No student will be permitted to leave school without written permission from home and/or permission from the Principal. Student who need to leave school during class time must be signed out and picked up in the school office. **Students may be released only to the adults whose names are listed on the Emergency Student Information Card.** For safety reasons, the identification of the person picking up the child will be checked. Adults should bring a photo identification card with them.

CELL PHONES/ELECTRONIC DEVICES/SMART WATCHES/EAR BUDS/AirPods

Students may have cell phones and smart watches on campus. However, all cell phones and smart watches **must be turned off prior to entering campus** and until students have exited the campus. All electronic communication devices are to be completely turned off while inside a classroom during the instructional day unless directed by the teacher and/or administrator, as well as during outdoor classes, assemblies, meetings and other school-day activities. If cell phones are used as cameras, students will be disciplined for being in possession of/ or using a camera on campus and the cell phone will be confiscated. (Cameras are prohibited on campus.)

Cell phones, smart watches, earbuds/AirPods, or other electronic devices that are visible or are "on" during the school day will be confiscated, placed in a sealed envelope, labeled with the student's name and placed in the main office until the parent/guardian takes possession. If a student has a matter that requires contacting a parent/guardian, they must do so under the supervision and with the permission of a staff member.

Students are reminded that iPods and other electronic devices such as iPads, Kindles, Nooks, and tablets, are very expensive, and sometimes their popularity promotes theft. Students who bring these items to school are at their own risk. However, if students bring iPods or other electronic devices to school, the same policy as above for cell phones applies. Only items that directly have an academic purpose should be brought to school.

Neither Stone Ridge Academy is responsible for lost, stolen, or damaged cell phones, smart watches, AirPods and/or other electronic devices. Unless there is a serious or unnecessary disruption on the school campus, social media issues that occur outside of the school day will not be addressed by the school.

If a student is using a cell phone, smart watch, earbuds, and/or electronic device (any of its functions) for any reason during the restricted time, the following consequences will be imposed:

FIRST OFFENSE (Documented in student discipline record)

Confiscation-staff member turns phone/smart watch/device in to the office
Student may pick up phone/smart watch/device in office at the end of the day

SECOND OFFENSE (Documented in student discipline record)

Confiscation-staff member turns phone/smart watch/device in to the office
Parent/guardian must pick up phone/smart watch/device in office

THIRD OFFENSE (Documented in student discipline record)

Confiscation-staff member turns phone/smart watch/device in to the office.
Student will serve 1 day of lunch detention
Parent/guardian must pick up phone/smart watch/device in office

FOURTH OFFENSE (Violation will be recorded in student discipline record)

Confiscation-staff member turns phone/smart watch/device in to the office
Student will serve 1 day of after school detention
Parent/guardian must pick up phone/smart watch/device in office

After fourth offense, students who violate cell phones/smart watch/electronic devices policy will have their phone/device confiscated and returned to parent/guardian only. Additionally, the student will lose his/her daily privilege of carrying these items on school campus or will be required to check them.

Searching of Students - Searches may be conducted for any reasonable suspicion. Areas that may be searched include but are not limited to cell phones, cameras (Ed. Code 489015. Board Regulation 5153.1), lockers, desks, cars, purses, backpacks, pockets, shoes and socks. General searches may be conducted in emergency situations. Schools are not restricted to the limitations governing law enforcement agencies. Searches may be conducted without initial notifications of a parent/guardian.

Students may receive tickets/citations for certain behaviors and be required to appear with a parent/ guardian in court. The consequences of the citations are possible fines ranging from \$75-

\$1,000. Community service hours are often added to the fine and students may also be required to enroll in an anger management or alcohol/drug diversion program. Crimes involving graffiti, alcohol, or marijuana also may result in a one year suspension of a driver's license. These penalties are in addition to whatever disciplinary consequences are imposed upon the student by Vineyard administration. The school resource officer may be contacted.

Behaviors that can result in a citation are:

<u>Code</u>	<u>Violation</u>	<u>Maximum Fine*</u>
RCMC 9.30.020	Truancy (daytime Loitering)	\$170
PC 308 (b)	Possession or use of tobacco	\$75
PC 374.4	Littering	\$750
PC 415	Fighting or disturbing the peace	\$400
PC 485	Keeping lost property	\$170
PC 490.1(a)	Petty Theft	\$1,000
PC 594.1(e)(1)	Minor in possession of Aerosol paint can	\$1,000
PC 640.6(a)(1)	Affixing graffiti	\$1,000
PC 647 (f)	Under the influence of alcohol or marijuana	\$1,000
BP 25662	Minor possession of alcohol	\$250
HS 11357(e)	Possession of Marijuana	\$500

*Subject to change

SECURITY CAMERAS

Stone Ridge Academy has surveillance cameras at all school. The primary purpose of the cameras is to monitor the perimeter of the campuses for safety. Additionally some cameras are located in the interior of the campus. Recordings may be used in disciplinary proceedings, and matters captured by the camera may be referred to local law enforcement, as deemed appropriate.

The school employs camera surveillance equipment for the safety of our students, staff and visitors. This equipment may or may not be monitored at any time. Surveillance cameras will generally be utilized only in public areas where there is no "reasonable expectation of privacy." Public areas may include school buses; building entrances; hallways; parking lots; front offices where students, employees, and parents come and go; gymnasiums during public activities; cafeterias; and supply rooms. However, it is not possible for surveillance cameras to cover all public areas of the school building or all school activities. School surveillance cameras will not be installed in "private" areas such as restrooms, locker rooms, changing areas, private offices (unless consent by the office owner is given), or classrooms.

Weapons - Stone Ridge Academy Policy 5131.7: The State of California and Stone Ridge Academy believe that the preservation of a safe environment for learning is of paramount importance. The possession of any firearm, knife, explosive, or other dangerous object, including pepper spray, tear gas, and laser pointer is unlawful.

Possession and Use of Electronic Devices - Education Code, Section 48901.5 and SRA policy 5131:

Students shall be permitted to have in their possession an electronic device, such as a mobile phone, smart phone, laptop computer, tablet device, or other communication tool on campus during the school day, while attending school-sponsored activities, or while under the supervision and control of a Stone Ridge Academy employee. Electronic devices may be used in the event of a school-related emergency (i.e. a lockdown, earthquake or other such event) as determined by the Director or for a health purpose.

The inappropriate use of these devices during the instructional day or during other school activities will be considered a disruption of school activities and subject to disciplinary actions. Electronic devices may be confiscated by, and at the discretion of a school administrator or designee. When a device is confiscated, the parent/guardian shall be notified and the device returned to the parent/guardian or the student at the end of the day. Stone Ridge Academy does not assume liability if such devices are damaged, lost, or stolen.

Suicide Prevention: Stone Ridge Academy recognizes that suicide is a major cause of death among youth and should be taken seriously. In order to attempt to reduce suicidal behavior and its impact on students and families, Director or designee shall develop preventive strategies and intervention procedures.

POSITIVE BEHAVIOR INTERVENTIONS AND SUPPORTS (PBIS)

Stone Ridge Academy promotes Positive Behavior Interventions and Supports as an alternative to suspension. Positive Behavior Interventions and Supports focus on using school-wide and classroom strategies to help all students learn and practice those behaviors that support a respectful, responsible and safe school climate. Building strong, positive relationships between students and all adults on campus is a foundational component of this framework.

LOST AND FOUND

If an item is lost, notify the office between classes, at noon, before or after school. Please mark all personal items brought to school (Including jackets, backpacks, etc.). Students are urged not to bring valuables to school because of the possibility of losing them.

Student Store

Students will earn SRA Bucks for appropriate behaviors, participation in classroom, appropriate van behavior and therapeutic components throughout their school day. They will use the SRA Bucks to purchase items in The Boys Town Store according to their Star level for the week.

Policies and Procedures for Student Transportation

Stone Ridge Academy provides door-to-door transportation to students when it is designated in the student's IEP.

Parents, school, students, and drivers all have shared responsibility for providing a safe student transportation system. The following policies and procedures summarize each participant's responsibilities.

Van Drivers

1. Shall be familiar with and abide by all codes and regulations of the California Department of Highway Safety.
2. Drivers are responsible for the orderly conduct of students on the school vans. Continued disorderly conduct or serious misbehavior shall be sufficient reason for a student to be denied transportation on school vans by the Executive Director or her designee.
3. Drivers shall encourage pupils to demonstrate proper behavior.
4. Drivers shall maintain order as a safety practice and stress the following procedures
 - a. Minimize interior noise
 - b. Control student's movement
 - c. Require an orderly entrance and exit
 - d. Eliminate movement of objects that may obstruct the driver's view of the students
 - e. Drivers shall not transport unauthorized materials and persons
5. Drivers shall drive vans to designated locations (NO SIDE TRIPS)
6. Drivers shall handle minor infractions through seat assignments or discussion with students. The Director of Transportation should be kept informed of infractions and seat assignments.
7. Drivers, in instances of serious or recurring misconduct, shall inform the Director of Transportation and write an incident report.
8. Drivers shall be aware that they represent the school and shall present a positive image in dress, language and manner while on duty.

Responsibilities of School Administration

Directors shall be responsible for ensuring the safety of the students during loading and unloading on or at the school site.

Directors shall play an important role in resolving van discipline problems.

Directors shall make the van drivers aware of who is responsible for the final direction and movement of vans in the loading and unloading areas of the school.

Directors shall coordinate dismissal of student to board the vans.

Directors shall instruct teacher to reinforce with students the need for safety measures and why discipline and self-control is needed on the vans.

Director or designee shall instruct students in the use of restrain system:

1. Proper fastening and release of the passenger restraint system.
2. Acceptable placement of passenger restraint systems on pupils.
3. Times at which the passenger restraint should be fastened and released
4. Acceptable placement of the passenger restraint system when not in use.

Responsibilities of Parents/Guardians

1. All students who are transported by Stone Ridge Academy vans must be ready 10 minutes prior to their designated pick-up time. Students

Van Rules

Written permission to board or leave a van at a location other than the student's designated stop must be signed by the parents/guardians and approved by the Director.

When waiting to board the van students are to wait until the van has completely stopped and then walk toward the van for boarding.

Students are to be seated promptly and buckle their seat belts.

Students are to be ready when the van arrives.

Students are to sit in their seats facing forward.

Damage to the van occurring as a result of carelessness, willful misconduct, negligence, malicious destruction, etc. shall be the financial responsibility of the parent/guardian of the student causing the damage.

Students shall not make obscene gestures or gang signs at passing vehicles or pedestrians.

Students are to respect the rights and safety of others.

Students are to not eat or drink on the van.

Students may not bring glass containers or any kind on the van.

Behavior deemed inappropriate by the van driver will not be tolerated.

Policy on Sexual AND Gender Identity Harassment

Stone Ridge Academy (SRA) prohibits the unlawful sexual harassment of any student by another student, employee, or any other person at SRA.

Prohibited sexual and gender identity harassment includes, but is not limited to: unwelcomed sexual advances, request for sexual favors, and/or other verbal, visual or physical conduct of sexual nature.

School staff will discuss this policy with the students annually in an age-appropriate manner and will assure them that they need not endure any form of sexual harassment. SRA expects students or staff to immediately report incidents of sexual harassment to the Campus Director. Any person who engages in the sexual harassment of another may be subject to disciplinary action.

Suicide Prevention Policy

Introduction

California Education Code (EC) Section 215, as added by Assembly Bill 2246, (Chapter 642, Statutes of 2016) mandates that the Governing Board of any local educational agency (LEA) that serves pupils in grades seven to twelve, inclusive, adopt a policy on pupil suicide prevention, intervention, and postvention. The policy shall specifically address the needs of high-risk groups, including suicide awareness and prevention training for teachers, and ensure that a school employee acts within the authorization and scope of the employee's credential or license.

For more information on AB 2246 Pupil Suicide Prevention Policies, go to the California Legislative Information Web page at:

https://leginfo.ca.gov/faces/billNavClient.xhtml?bill_id=201520160AB2246.

Stone Ridge Academy Youth Suicide Prevention Policy

SRA recognizes that suicide is a leading cause of death among youth and that an even greater amount of youth consider (17 percent of high school students) and attempt suicide (over 8 percent of high school students) (Centers for Disease Control and Prevention, 2015).

The possibility of suicide and suicidal ideation requires vigilant attention from our school staff. As a result, we are ethically and legally responsible for providing an appropriate and timely response in preventing suicidal ideation, attempts, and deaths. We also must work to create a safe and nurturing campus that minimizes suicidal ideation in students.

Recognizing that it is the duty of the school to protect the health, safety, and welfare of its students, this policy aims to safeguard students and staff against suicide attempts, deaths and other trauma associated with suicide, including ensuring adequate supports for students, staff, and families affected by suicide attempts and loss. As it is known that the emotional wellness of students greatly impacts school attendance and educational success, this policy shall be paired with other policies that support the emotional and behavioral wellness of students.

Suicide Prevention Policy, Continued

This policy is based on research and best practices in suicide preventions and has been adopted with the understanding that suicide prevention activities decrease suicide risk, increase help-seeking behavior, identify those at risk of suicide, and decrease suicidal behavior. Empirical evidence refutes a common belief that talking about suicide can increase risk or "place the idea in someone's mind." In an attempt to reduce suicidal behavior and its impact on students and families, School Administration shall develop strategies for suicide prevention, intervention, and postvention, and the identification of the mental health challenges frequently associated with suicidal thinking and behavior. These strategies shall include professional development for all school personnel in all job categories who regularly interact with students or are in a position to recognize the risk factors and warning signs of suicide, including substitute teachers, volunteers, expanded learning staff (after school) and other individuals in regular contact with students such as crossing guards, tutors, and coaches.

Cyber Bullying

Students who post pictures through any electronic devices of illegal activities, activities that violate school rules, or pictures that are inflammatory toward other students or staff will be subject to disciplinary actions. Students who make threats or contribute to internet sites where pictures or comments disrupt the educational process or are related to school events, students, or staff members are subject to disciplinary actions. Internet sites or any other electronic devices that display comments that would be considered a violation of school rules will be subject to disciplinary action regardless if the site is posted inside or outside of school grounds.

Bullying Prevention Policy

Stone Ridge Academy believes that all students have a right to a safe and healthy school environment. Stone Ridge Academy and community have an obligation to promote mutual respect, tolerance, and acceptance.

SRA will not tolerate behavior that infringes on the safety of any student. A student shall not bully, intimidate, or harass another student through words or actions. Forms of Bullying include. Verbal bullying Taunting or name calling, racial, ethnic, religious slurs, comments about sexual orientation, threats, coercion, and spreading rumors. Physical bullying fighting pushing, hitting, tripping, and pranks. Emotional Psychological bullying: exclusion, neglect, comments or actions meant to influence another's way of thinking cyber bullying: the use of electronic communication typically by sending messages to intimidate or threaten LGBTQIA+/Racial bullying: often include but not limited to; the use of derogatory terms and physical bullying.

Bullying Prevention Policy, continued

Stone Ridge Academy expects students and/or staff to immediately report incidents of bullying to the principal or designee. Staff members are expected to immediately intervene when they see a bullying incident occur. Each complaint of bullying will be promptly investigate. This policy applies to students on school grounds, while traveling to and from school during the lunch period, whether on or off campus. And during a school- sponsored activity. To ensure bullying does not occur on the school campuses, SRA will provide staff development training in bullying prevention and cultivate acceptance and understanding in all students and staff to build each school's capacity to maintain a safe and healthy learning environment.

Teacher should discuss this policy with their students in age-appropriate ways and should assure them that they need not endure any form of bullying. Students who bully are in violation of this policy and are subject to disciplinary action up to and including expulsion.

Stone Ridge Academy's Student Code of Conduct is to be followed by every student while on school grounds, or when traveling to and from school or a school-sponsored activity, and during lunch period, whether on or off campus. The Student Code Conduct I Includes but limited to: Any student who engages in bullying may be subjects of bullying to the principal or designee. Students can rely on staff to promptly investigate each complaint of bullying in a thorough and confidential manner.

If the complainant student or the parent of the student feels that appropriate resolutions of the investigation or complaint has not been reach, the student or the parent of the student should contact the Site Director. If the resolution is still not acceptable, parents can appeal to the Director of Education and Compliance. The school system prohibits retaliatory behavior against any complainant or any participant in the complaint process.

The procedures for intervening in bullying behavior include, but are not limited to the following:

All staff, students, and their parents will receive a summary of this policy prohibiting bullying at the beginning of the school year, as part of the student handbook and or information packet, as part of new student orientation, and as part of the school system's notification to parents. The school will make reasonable efforts to keep a report of bullying and the results of investigation confidential.

Staff members are expected to immediately intervene when they see a bullying incident occur. People witnessing or experiencing bullying are encouraged to report the incident; such reporting will not reflect on the victim or witnesses in any way. SRA believes that all students have a right to a safe and healthy school environment.

Cheating or Plagiarism Policy

Students are expected to complete their coursework without resorting to any form of cheating or plagiarism.

SRA is committed to enhancing and improving student learning; when students cheat on assignments and tests, they rob themselves of the very learning opportunities they are paying for.

Cheating involves giving unauthorized help of any kind to another student or written assignments or tests.

It also includes receiving such help from another student. Examples of cheating included possessing unauthorized notes during a test; assisting others to cheat; altering grade reports; giving test questions to students who have not taken the test; taking a test or writing an assignment for another person; and entering an instructor's office without authorization

Fire Drills and Earthquake Warnings

Fire drills will be conducted each month of the school year. It is imperative that students immediately follow instructions of staff during the fire drill, so that the school can be evacuated quickly and safely. Exit routes for each classroom are explained by the teacher and clearly visible at the front of the room. All students must leave and re-enter the building quietly. The signal for a fire drill is a repeated blast of the fire alarm. In the event of an earthquake drill, students are to assume the drop and cover position and remain silent so directions can be heard. Teacher will then take their class members to the designated assembly areas. The warning signal for an earthquake/drill will be initiated by SRA Staff.

Catastrophic Event

Students will not be dismissed from school unless a parent/guardian or an individual authorized on the student's Emergency Data Form, comes for him/her. A photo identification is required. For this reason, your child's Emergency Data Form should be kept up to date at all times.

All parents or designated parties, who come for students, must sign them out at the front office or at the temporary student Release Station at the entrance to the schoolyard. Signs will be posted if an alternate location is required.

We are prepared to care for your children in times of critical situations. If you are unable to reach the school, we will care for your child. We have staff which is certified in administering first aid, and we will be in communications with various local emergency services.

WHAT IS BOYS TOWN?

The Boys Town Specialized Classroom Management System is a highly effective national model that is implemented throughout the Exceptional Learners Division. Students are taught prosocial skills through a curriculum that reinforces positive behaviors and teaches students targeted social skills.

The strategies and techniques of the Boys Town model have been carefully designed to help students grow and learn, especially in the area of social interaction. There are five competencies for social and emotional learning that frame the social skills curriculum: self-awareness, self. management, social awareness, relationship skills and responsible decision making.

The goal of Boys Town is to establish healthy, productive habits, so students can progress both academically and behaviorally. Students' progress through levels of the system from Daily to Progress to Merit as they acquire appropriate social skills. We've witnessed countless success stories develop from this approach. Students who once were stuck in negative patterns often learn how to manage their own behaviors and move forward.

Social Skills



Boys Town builds positive social skills in a supportive, step-by-step manner. Its focus is on the individual and allows for self-pacing, based on needs.

Each student works on target skills that he or she needs to learn. Once a skill is practiced and mastered, a new skill is chosen. Some common examples of skills include: accepting no, following instructions, disagreeing appropriately, and accepting criticism or consequences. Along with earning positive points students are also given praise. When students show a skill deficit, staff engage in a corrective teaching which allows the student to practice pro-social skills. When a student is having difficulty managing their behavior, there is support staff to help reinforce positive behaviors. The student has the opportunity to earn back half of the negative points by practicing the skill, making apologies and completing work missed.

SPECIAL SUPPORT

When a student receives an office referral, the Skills Room staff is notified. This room is staffed by a Licensed Social Worker/Mental Health Counselor and a Social Worker Associate. It is here where teacher expectations are supported and reinforced. The staff assists with proactive approaches for behavioral changes and skills teaching. Office referrals are processed here and then the student successfully re-enters the class-room.

A SAMPLE DAY IN BOYS TOWN



Student completes card for the level they are on (Daily, Progress or Merit on Card)

- Student reviews points and bond balances, target skills and coping strategies.
- Student follows schedule, earning positive and negative points, completing corrective teaching through the use of
- teaching interactions.
- At the end of the day, student reviews positive and negatives earned, completes daily banking, makes purchases, and sets goals.

TAKING BOYS TOWN HOME

We have a series of recommendations to offer parents who wish to continue reinforcing the Boys Town approach while a student is at home:

- Offer praise for positive behavior
- Ask what skills your child is working on and what steps are needed to achieve these skills
- Remind your child that earning negative points is a learning experience
- Offer additional positive support for office referrals
- Ask which level your child is on and how they are trying to move to the next level for additional privileges

We take a holistic approach to helping our students. Our faculty and staff are trained in the "Boys Town Specialized Classroom Management Model."