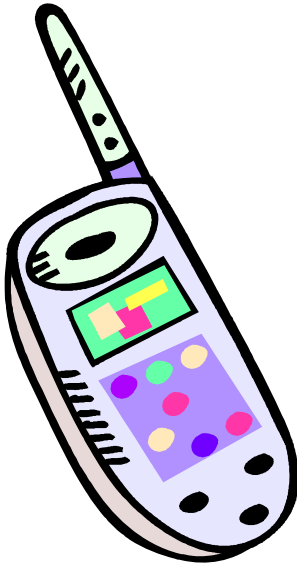


# Cell Phones



- Phones must remain off and concealed during school hours, including field trips, and when students are on school buses.
- Phones may be used on campus until 8:25 a.m. and after 3:15 p.m.
- Phones are to be turned **OFF** and hidden from sight in a backpack, pocket, or purse.
- If a parent needs to contact you during the school day, they may call the main school number to have a message delivered to you.
- If you need to make a call during the school day, come in to the school office and ask permission to use an office phone.
- Students requesting to use the restroom during class may not take their cell phone with them.
- Phones should be clearly marked with student's name.
- **DO NOT** take pictures with your picture phones on campus.



## Consequences:

IF...

...your cell phone rings during class, it will be confiscated by the teacher and sent to the office. Your parent will need to come to the school office to retrieve the phone. Consequences begin with Lunch Detention and can escalate from there depending on repeated violations.

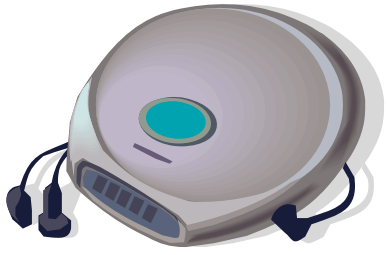
...you are found using your cell phone at any time in the library or restroom during lunch or snack, it will be confiscated and result in a disciplinary action.

- Repeated violations of phone policy may result in additional consequences.

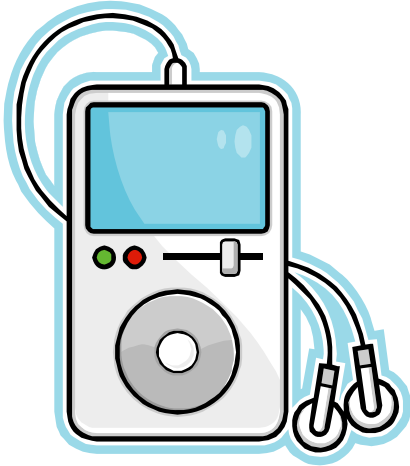


*Bernardo Heights Middle School is not responsible for lost, damaged, or stolen phones.*





# "Tunes" on Campus



iPods, MP3 players, CD players, and other listening devices are not to be used during school hours. They may be used before the first bell rings and after the final bell rings at the end of the school day.

Your device must be turned off, put away, and out of sight during the entire school day. This includes the earphones and headsets.



There is no lunch time use allowed. Use your lunch period to socialize with peers, play on the lower courts, go to the Bobcat Center for games, or the library to read and study.

Students who disobey this policy will have their device confiscated and will be assigned to lunch detention for the first offense. Additional incidences will result in increased levels of disciplinary action and a parent will need to come to school to pick up the player.



BHMS is not responsible for lost, stolen, or broken players.

During the school day,  
**BHMS is a NO "POD" ZONE**

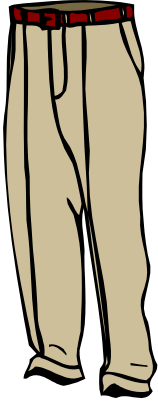
# ...Dress Code...



The Bobcat Dress Code is designed to encourage students to dress for the purpose of learning. Clothing should be neat, clean, free from tatters and tears, and fit properly, while following the standards of common decency and respect.



➤ School clothing, jewelry, book covers, backpacks, or binders: No sexual connotations, tobacco, alcohol, drugs, profanity, obscenity, weapons, or violence. Items that are discriminatory or demeaning toward others are prohibited. Clothing should not be altered (e.g., metal studs, patches, safety pins).



➤ No sunglasses, hats, or hoods indoors. No bandanas, do-rags, or hairnets. Extreme hairstyles, hair dyes, or make-up are not permitted - only natural human hair colors are permitted.



➤ Clothing that is revealing such as halter tops, tube tops, bathing suit tops, or tops that are strapless, see-through, low-cut or expose the midriff are not permitted. Bra straps, belly buttons, and cleavage should not be seen. Tank top shoulder straps must be 1-1/2" to 2" wide. No thin or spaghetti straps allowed. No pajama tops.

➤ Shorts, skirts, skorts, and dresses must be an appropriate length for school. **The hem bottom must meet the tips of the fingers when fingers are extended.**

➤ Long dangling belts are not permitted.



➤ Pants and shorts must be sewn to fit and be able to be worn at the waist without the need for a belt - "**Sagging**" is not allowed. Pants and shorts must be hemmed or cuffed - no torn or tattered edges. No visible underwear showing above or below pants. Shirts and pants must meet when sitting. No pajama bottoms.



➤ Footwear must not interfere with required school activities. Slippers and footwear containing wheels are not permitted.

**Also:** Jewelry, wallet chains over 3" long, key chains, and accessories which, in the opinion of the staff, attract undue attention or pose a threat to the safety of others are not permitted. No offensive writing on backpacks, book covers, clothes, or binders. For identification purposes, only the student's first name and last should be written on the backpack.



The administration retains the sole discretion to make the final determination whether clothing, jewelry and accessories and/or appearance meet acceptable standards.



## **Consequences for not following the dress code:**

Students who do not comply with the Bobcat Dress Code can expect (1) to be asked to change into P.E. clothes or other available clothes located in the Health Office; (2) to have a parent called to bring other clothes; (3) to be sent home and/or assigned additional consequences for repeated behaviors.



**THE DRESS CODE AT BERNARDO HEIGHTS  
WILL BE STRICTLY ENFORCED**

## Student Participation Guidelines

According to BHMS Guidelines for Student Participation in Extracurricular Activities, students must meet the criteria listed below, each quarter, in order to participate during the following quarter in school-sponsored activities. Please note that the first semester of the school year provides a “fresh start” for students. Eligibility does not carry over from the prior year. However, students can become ineligible at any time based on poor behavior as determined by an administrative review team comprised of an administrator, teacher(s) and the student’s counselor. These activities include, but are not limited to, dances, sports teams, concerts, grade-level special events and trips.

Students must have:

- ♦ \_\_\_\_\_ GPA of 2.0 or above
- ♦ \_\_\_\_\_ No “U’s” in CONDUCT
- ♦ \_\_\_\_\_ No SUSPENSIONS

# ACADEMIC HONESTY



## Site Policy requires that:

- all school work be the legitimate, truthful work of the students.
- students submit tests, essays, projects, and homework that are free from fraud or deception.
- students write their own essays and do their own homework.
- students rely on their own knowledge and preparation when taking tests. Students credit sources when using the wording, ideas, facts, statistics, or opinions of another person or book. *If the source is not given, this is defined as plagiarism.*



**District Policy:** The Governing Board believes that academic honesty and personal integrity are fundamental components of a student's educational experience. The Board expects that students will demonstrate acts of academic honesty at all times and will not engage in acts of:

- cheating on tests
- fabrication/falsification
- unauthorized collaboration
- plagiarism
- theft/alteration of materials or equipment



The Board intends that the District data network, Internet, and other on-line resources provided, be used to support the instructional program and further student learning. Users of the District's computing and network resources are required to use such resources responsibly, ethically, and in compliance with usage agreements outlined in District policy.

Disciplinary actions for violations of the rules of the academic honor policy may range in severity and will be appropriate to the situation. Disciplinary actions include, but are not limited to, the following:



1. No credit on assignment
2. Suspension
3. Unsatisfactory citizenship grade
4. Expulsion
5. Saturday School
6. Dropped from class

## DISCIPLINARY HIERARCHY

The following chart indicates the disciplinary actions that apply to each problem area. In each instance, a minimum and maximum action is suggested. **There are also alternate actions that can be used at the discretion of the administrator.** If a student has demonstrated excellent behavior and then becomes involved in a problem, school officials may consider the record of that student's good behavior before any action is taken. Such factors as length of time since a student's last problem, his/her attitude, etc., will be taken into account for a student who is continually involved in problems.

<u>INCIDENT</u>	<u>ACTIONS</u>	<u>INCIDENT</u>	<u>ACTIONS</u>
EXCESSIVE TARDIES	Min. DETENTION, SATURDAY SCHOOL Max. SARB HEARING	FORGERY	Min. SATURDAY SCHOOL Max. SUSPENSION
CLASS TRUANCY, SCHOOL TRUANCY	Min. DETENTION, SATURDAY SCHOOL Max. SARB HEARING	GAMBLING	Min. SATURDAY SCHOOL Max. SUSPENSION
CELL PHONES and other electronic devices.	Min. CONFISCATED & parents must pick up. Max. SATURDAY SCHOOL	THEFT/POSSESSION OF STOLEN PROPERTY	Min. SATURDAY SCHOOL Max. SUSPENSION
DEFIANCE	Min. DETENTION, SATURDAY SCHOOL Max. SUSPENSION	SMOKING/ POSSESSION OF TOBACCO/ PARAPHERNALIA	Min. SATURDAY SCHOOL Max. SUSPENSION POLICE REPORT/ ARREST
POOR BEHAVIOR FOR SUBSTITUTE TEACHER	Min. DETENTION, SATURDAY SCHOOL Max. SUSPENSION	PROPERTY DAMAGE	Min. SATURDAY SCHOOL Max. RESTITUTION/ SUSPENSION
BUS MISCONDUCT	Min. WARNING BUS SAFETY SCHOOL Max. SUSPENSION OF BUS PRIVILEGES	FIGHTING/BATTERY/ ASSAULT/HAZING	Min. SATURDAY SCHOOL SUSPENSION/ POLICE REPORT Max. EXPULSION/POLICE REPORT
PROFANITY OR OBSCENE ACTS	Min. DETENTION, SATURDAY SCHOOL Max. SUSPENSION	DISRUPTIVE BEHAVIOR/ HORSEPLAY	Min. DETENTION SATURDAY SCHOOL Max. SUSPENSION
POSSESSION OF A CONTROLLED SUB- STANCE	Min. 5-DAY SUSPENSION & AUTOMATIC TRANSFER TO AN- OTHER MIDDLE SCHOOL	HARASSMENT	Min. DETENTION (COUNSELOR), SATURDAY SCHOOL Max. SUSPENSION
		WEAPONS	Min. EXPULSION Max. ARREST & EXPULSION

# The RULES of the Game

## KEEP BERNARDO HEIGHTS SAFE & SANE!

**YOU'RE OURS!** *YOU* are under the authority of the school from the *instant* you leave your home in the morning until you return home at the end of the school day. School rules are **in effect** on your way to school, on your way home, and during all school activities.

**Dippin', Spittin', Chewin', 'n Smokin'**  
**NO** smoking or possession of tobacco at school or at any school activity. **IT'S THE LAW!**

**"MAKE MY DAY"** - **NO** fighting. **NO** threatening. **NO** pretending to fight. Help make Bernardo Heights safe for everyone...**keep your hands to yourself!**

**WATCH YOUR MOUTH!**  
**NO** profane or vulgar language. **NO** flagrant disrespect of any teacher or school employee. At Bernardo Heights, we have "Zero Tolerance" for disrespect.

**Sticky Stuff**  
**NO gum allowed at school!**

**HOT WHEELS** - **NO** skateboards, roller skates/roller shoes, rollerblades, scooters, or motorized bikes on campus.

☺ **Treat Others With Respect** ☺  
Racially oriented offenses will not be tolerated and are subject to strict discipline!

**No huggin' - No kissin'**  
**NO** public display of affection!

↪ **Going With the Flow**...Walk carefully in the hallways. Don't stand in the middle of the walkway to talk to friends: **this blocks the flow!** Keep your roller backpacks under control and out of the way.

**Zero Tolerance** - In an effort to enforce its policy of Zero Tolerance for drugs, the District may use specially trained nonaggressive dogs to "sniff" out and alert staff to the presence of substances prohibited by law or District policy. The above inspections will be unannounced.

**Sticky Fingers 'n Muggers**  
**NO** acts of theft, assault, possession of a weapon, or anything that might be considered dangerous to you or others will be tolerated at BHMS.

**Be Responsible:** You are responsible for ALL items in your possession. **Never** leave your backpack, books, or personal property unattended. The school cannot be responsible for loss or damage to personal items.

.....  
: **PICK IT UP!! NO LITTERING!** Trash at :  
: lunch and during the day **MUST** be put in trash :  
: cans. :  
: .....

**HOLD ON! Don't throw that...**  
Throwing food, drinks, objects, or each other on campus will not be tolerated. If you do this, you will be assigned trash clean up or another consequence. **BE GOOD CITIZENS OUT THERE!**

\*\*\*\*\*  
★ **OOPS! I Forgot...** "A student discovering ★  
★ inadvertent possession of a dangerous object ★  
★ should *immediately* self-report such ★  
★ possession to a staff member in order for ★  
★ optional consequences to be considered." ★  
★ \*\*\*\*\*

**Get Your Act Together!**  
**NO** rowdy behavior or running on campus.  
**NO** disruptive behavior or rough-housing.  
**NO** defacing or destruction of school property.  
**HELP KEEP IT SAFE OUT THERE!**

**NO HAZING:** Hazing, or any form of initiation which is degrading, is strictly forbidden by California State Law. No student shall conspire to engage in hazing, participate in hazing or commit any act that causes or is likely to cause bodily danger, physical harm, or personal degradation or disgrace resulting in *physical or mental harm* to any fellow student or other person. Persons violating this policy shall be subject to District discipline, misdemeanor penalties and forfeiture of entitlements.