



Pioneer High School Handbook Supplement

The San Jose Unified Student/Parent Handbook will be distributed in early September. This supplement highlights important information for Pioneer High School. Please review the information, sign the acknowledgement, and return it to the school. Thank you!

1. Academic Honesty

- a. Basic Academic honesty includes stating your own ideas in your own words.
- b. Copying homework, plagiarism, and cheating on tests are just a few examples of academic dishonesty.
- c. It is important that students, parents, teachers, and staff are clear in their expectations that students will not cheat.
 - Acts of Academic Dishonesty will be referred to the administration and a file will be established for the student.
 - No credit will be given for the assignment or test.
 - Possible additional consequences include, but are not limited to suspension, administrative disciplinary action, and/or transfer to another high school.

2. AIM – Attendance Improvement

- a. AIM sessions are held after school from 2:30 until 3:30 PM. On S-period Mondays, they are held from 1:30 until 2:30.
- b. Students must attend assigned AIM sessions on consecutive days unless they are excused in advance.
- c. The first missed day of AIM will result in the assignment of an additional day.
- d. If a second day is missed, a Saturday school assignment will be added. The student must also complete the remaining days of AIM.
- e. Additional days missed will result in suspension and possible loss of activities privileges such as dances and sporting events.
- f. While assigned AIM, students are not to attend any after school events, including but not limited to sports, clubs or performing arts events.

3. Attendance Procedures

- a. You must call the school each day that a student is absent.
- b. Absences are excused for student illness, medical/dental appointment, religious observance, death of immediate family member, court appearances, and school-sponsored activities.
- c. To report an absence 24 hours a day, call the Attendance line at (408) 267-3210 and leave a message.
- d. Absences will be listed as unexcused until they are cleared by a phone call or a written note within five (5) days.
- e. Students may not leave school without a pass from the office. Parents must sign students out through the attendance office.
- f. Students who are late will be noted as tardy.
- g. Oversleeping and car problems are not excused tardies.
 - After being marked tardy 5 times, the student will be assigned to 10 days of AIM.
 - Missing 3 periods of class without a valid excuse will result in the

4. Associated Student Body Card (ASB)

- a. All students will receive an ASB photo ID if they have returned their completed Internet/Network Use agreement form.
- b. Students must carry a school ID at all times while on school property or attending school events.
- c. The ASB card is required in order to buy tickets for school activities and for admittance to dances.
- d. The activity sticker (which may be purchased with the PRIDE package) gives the card holder reduced prices or free entry to school events.
- e. If the card is lost, there is a \$10 replacement fee.
Students who cannot present ID when asked may be assigned a detention of one hour.

5. Cell Phones, iPods, Cameras, etc.

- a. Electronic devices must be turned off, secured, and out of sight whenever a student is on campus until the bell that signals the end of period 6.
- b. Cameras MAY NOT be used on campus and will be confiscated.
 - Improper use of electronic devices results in their confiscation for a period of 24 hours.
 - A parent/guardian must retrieve the item in person from the attendance office.
 - Three (3) electronic infractions will result in assignment to Saturday School.
 - Pioneer High School does not accept responsibility for confiscated electronic devices. Students who bring such devices to school do so at their own risk.

6. Dance Rules

- a. Pioneer ASB/ID cards **must** be shown at the entrance when tickets are collected.
- b. Tickets must be purchased in advance of the dance; no tickets will be sold at the door.
- c. No guests are allowed unless prior permission is granted.
- d. No alcohol, drugs, or other inappropriate substances are allowed.
- e. Backpacks and purses are subject to search and must be checked-in at the door.
- f. Students are not allowed to leave and return to the dance for any reason.
- g. No amorous displays on the dance floor or on the sidelines.
- h. There is zero tolerance for any behavior that jeopardizes the safety of any student.
- i. No student will be admitted later than one hour after the start of the dance. It is expected that students will stay for the entire dance.
- j. All students must be present for all classes on the day of a weekday dance. For a Saturday dance, students must be present for all classes on the preceding Friday or have a note from a doctor to excuse any periods missed.
 - Students who are suspected of arriving at the dance under the influence will be taken into the custody of the police officers or administrators supervising the event. Parents will be contacted and suspension and/or arrest will occur.
 - Students who are not able to honor the rules will be sent home after parents/guardian are contacted. The student will not be allowed to attend the next scheduled dance, including, but not limited to Homecoming, Junior Prom, and Senior Ball.

7. Dress Code

All students are expected to wear appropriate attire to Pioneer High School. Inappropriate clothing may include, but is not limited to the following:

- a. Clothing and accessories which show obscene words or pictures, slurs, sexually suggestive statements, or that promote illegal crew, tagging, gang-related activities, or the use of alcohol, marijuana, tobacco, drugs, or weapons are prohibited.
- b. Hats, caps and other head coverings are not permitted except during participation in approved activities or for documented religious or medical reasons.
- c. Only one item of red or blue may be worn at any time.
- d. Clothing and accessories related to juvenile or adult gang-related activities on any school campus or during any school activity is forbidden (bandanas, belts, belt buckles, hair accessories, etc.)
- e. Baggy pants, saggy pants, and pants that slide past the hips and expose one's undergarment may not be worn to school.
- f. Tube tops, strapless attire, halter tops, and tank tops may not be worn. All student tops should cover the chest, the midriff, and back areas. Shoulder straps should be at least two inches wide.
- g. Professional athletic and team apparel may not be worn to school.
- h. Any accessories that might be harmful to other students may not be worn to school. Those accessories may include, but are not limited to, spiked bracelets, dog collars, and chains attached to a wallet.
- i. Pajamas, slippers and other sleep-related attire are not permitted at school.
- j. The hems of skirts and shorts must extend beyond the fingertips.
- k. Three (3) clothing infractions will result in a Saturday School.

8. Nurse's Office

- a. Students must have teacher pass to go to the nurse's office.
- b. A student must call home from the nurse's office and must have a Leaving School Pass in order to leave campus. Students may NOT use cell phones to call parents.
- c. A note from a doctor must accompany all medications before the student will be allowed to take them at school, including inhalers for asthma. Forms for this purpose are available in the Health Office.

•Medications being held without permission may be confiscated.

9. On Campus Supervision (OCS)

- a. When students are unable to remain in class without disrupting the classroom environment, they may be escorted to OCS.
- b. Under the supervision of our campus supervisors, students will have an opportunity to reflect on their behavior, discuss alternatives, and make a plan for more successful choices.

•Three (3) visits to OCS will result in an assignment to Saturday School.

10. Parking Lot

- a. Students may not go to the student or faculty parking lot without first getting permission from an administrator.
- b. Students must appropriately display a Pioneer parking permit.
- c. Campus Speed limit is 5 MPH.
- d. Students must drive forward into a parking space.
- e. Parking is not permitted in the triangles at the end of the row.
- f. Students must park in student parking (east side of the lot). Students who park in faculty or visitor parking may be ticketed.
- g. Students who do not have a first period, or who leave regularly before the final bell, must get a permanent pass from the attendance office.
 - i. Students going to the parking lot without permission will be assigned a Saturday School.
 - ii. Parking privileges may be revoked and police citations may be given for unsafe driving or improper parking.

11. Saturday School

- a. Students may be assigned to Saturday School for violations of school and district policy.
- b. The sessions are held at PHS 3-4 times per month from 8 AM until noon on Saturday.
- c. Students are expected to bring homework and/or reading.
- d. Students who are late to Saturday School will not be admitted.
 - Students who do not attend Saturday School will be rescheduled, and an additional day will be added to the penalty.
 - Failure to attend Saturday School may result in an assignment to AIM, loss of activities privileges, or suspension.

12. Transportation

- a. Bicycles, scooters, and skateboards must be walked on campus.
- b. Bicycles should be locked and stored in the bike rack.
- c. Skateboards are stored in the attendance office.
- d. Students arriving by car should be dropped off in the back of the school or in the horse shoe at the front.
- e. Students who drive are strongly encouraged to purchase a parking pass for on-campus parking.
- f. For the safety of our students and staff, please honor the requests and directions of our campus supervisors.

13. Vending Machines

- a. Vending machines may only be used before and after school and during brunch and lunch.
 - Students making purchases outside of these times will be assigned to AIM.