

BHUSD Student Responsibility Contract

As a student in the Beverly Hills Unified School District, I understand that I must meet certain responsibilities and obligations, including, but not limited to the following:

1. To remain on campus at all times during the school day and attend all of my classes except for legally excused reasons (illness, medical appointments, bereavement or quarantine). I will leave a classroom only with teacher permission and an authorized hall pass. If I must leave campus during the school day, an authorized adult through the school office will sign me out. I will sign in through the school office upon my return or if, for any reason, I am late to school. Following an absence, I will present a signed absence slip to my homeroom teacher.
2. To arrive on time for all classes. Tardiness impacts student performance. Detention will be assigned to Middle School students for tardiness. Repeated detention assignments, or failure to serve detention in a timely manner, may result in additional disciplinary consequences, including suspension from school.
3. To follow all school rules and policies at all times, and to follow the verbal directions of all teachers, administrators, and other staff members.
4. To behave honestly and ethically at all times. I will not knowingly provide false information to any teacher, administrator, or other staff member. I understand that violating the District Cheating Policy will result in disciplinary consequences. Cheating can include either giving or receiving aid.
5. To refrain from leaving trash on the classroom floor or in the halls or cafeteria. I understand that eating is not permitted outside the cafeteria or other designated areas. I understand that if I violate these rules, I may be assigned school service duty.
6. To refrain from chewing gum on school grounds. I understand that I may receive detention and/or school service if I am caught chewing gum any time on campus.
7. To refrain from wearing attire which bears inappropriate logos or detracts from the academic environment of the school or affects the safety of the individual (hats/caps, sagging pants, hanging belts, short shorts or skirts, low cut necklines, halter tops, spaghetti straps, blouses or pants that expose the stomach or undergarments, etc.). I understand that wearing inappropriate clothing to school may result in my being required to change to more suitable attire. Make-up of any kind is NOT permitted.
8. To follow the District's Acceptable Use Policy on student access to networked information resources. I understand that access will be granted me only if I submit and comply with the permission and agreement forms signed by me and my parents. I agree to act in a considerate and responsible manner while conducting research and communicating with others as related to school assignments. I will abide by the rules of every network that I access. I understand that if I don't follow the rules associated with the use of telecommunications and electronic information resources, the appropriate disciplinary consequences, including loss of access to the school's and district's electronic information resources, as well as suspension from school, may be enforced upon my violation of said rules.
9. To refrain from using cellular phones or other electronic devices on campus during the school day. Cell phones may be used ONLY before and after school. During the school day, cell phones are to be turned off and kept out of sight. I understand that I bring my cell phone or other electronic devices to school at my own risk and that the school is not responsible for lost or stolen items.

10. To refrain from bringing cameras, video cameras, or other recording devices – including picture or video cell phones – to campus without prior written permission from a school administrator.
11. To refrain from riding a bicycle, skateboard, or rollerblades on campus. I am aware that Beverly Hills Unified School District Board Policy 5030 requires students who ride bicycles to school to wear safety helmets. Students not wearing helmets may forfeit permission to park bicycles on the school grounds. Students are responsible for securing bikes and helmets. I understand that scooters and skateboards are never allowed on campus.
12. To refrain from defacing property with graffiti or other acts which damage school property. I understand that the penalty for such damage will be suspension from school, notification of the Beverly Hills Police Department, a parent conference, my responsibility for reimbursement of the costs of repairing the damage, and, in serious cases, initiation of expulsion procedures.
13. To refrain from unauthorized possession of school/personal property such as keys, examinations, equipment or personal effects. Unauthorized possession may result in my suspension and/or expulsion.
14. To refrain from the unlawful use, possession or sale of drugs or alcohol on or off school grounds, when involved in any school related activity, or when on the way to or from home/school. I understand that violation of the District drug/alcohol policy will result in my suspension from school, notification of the Beverly Hills Police Department, a parent conference, and initiation of expulsion procedures. I understand that return to school is contingent upon enrollment in an approved drug education/counseling program.
15. To refrain from fighting or from inciting others to fight. I agree to seek counsel with an appropriate adult when I am involved in disagreements that could lead to fighting. I understand that the penalty for violating this section may result in suspension from school.
16. To refrain from bringing any type of weapon (includes any type of pocket knife or sharp object) to school. I understand that the penalty for violating this section is my suspension from school and initiation of expulsion procedures.
17. To refrain from any type of bullying and/or hazing activities that would be likely to cause bodily danger, physical harm, or personal degradation or disgrace to another student. This can be electronically or in person. I understand that any student found bullying and/or hazing will be subject to suspension and/or expulsion and may be referred to the Beverly Hills Police Department.
18. To respect the dignity and rights of every student and adult. I will refrain from making racial slurs or using vulgar, obscene or insulting language. I understand that violation of the District Sexual Harassment Policy will result in disciplinary action. This policy prohibits verbal, written, or physical sexual harassment. I understand I am responsible for conducting myself responsibly with regard to the rights and safety of others and the importance of mutual respect and understanding.
19. To refrain from any behavior which disrupts school activities. I understand that actions such as inappropriate classroom conduct, profanity, lack of respect for classmates and adults, the unauthorized selling of any items on campus, the possession of matches, tobacco, poppers, or fireworks are unacceptable behaviors and may result in suspension and/or expulsion.

(Summary for K-3 Students)

1. I will behave respectfully to all adults and other students at my school.
2. I will be quiet and orderly in the hallways, cafeteria, and the office.
3. I will ask my teacher's permission whenever I leave my room during class time.
4. I will clean up after myself.
5. I will dress appropriately for school.
6. I will not use inappropriate language.
7. I will not chew or possess gum on school grounds.
8. I know that I cannot bring toys, music players or electronic games to school.
9. I will stay out of the halls during recess and lunch times and never enter a classroom without a teacher.
10. I will not bully others and keep my hands and feet to myself at all times.
11. I know that I cannot ride my bicycle to school until I am in the 4th grade.
12. I will not cheat on any tests or assignments or help others to cheat.
13. I will never bring weapons or dangerous items of any kind to school. This includes any type of pocketknife or sharp object. I understand that if I do I will be suspended or possibly expelled from school.
14. I will not damage school property in any way.
15. I will not take things that do not belong to me.
16. I will not bring a cellular phone or other electronic devices to school. If I bring a cellular phone to school, it must be turned off during school hours and hidden from view at all times. If I do not follow these rules, my cell phone will be taken away and I will no longer be allowed to have one at school.

Beverly Hills Unified School District Elementary and Middle School Policies for Cheating, Cell Phones and Dress Code

The Beverly Hills Unified School District believes that the school and the home should be engaged in a partnership to teach the values of integrity, truth, personal accountability and respect for the rights of others.

Cheating- Defined

Students should understand that, among other things, cheating includes communicating with another student during an exam, copying material during an exam, allowing another student to copy from their exam paper, using unauthorized notes or devices, submitting falsified information for grading purposes, obtaining and supplying a copy and/or information about an exam without the knowledge and consent of the teacher, submitting work written by another person (except as outlined below *), submitting work written by the student for another assignment without the instructor's knowledge or consent (self-plagiarism), copying another person's assignment (s), allowing another student to copy his or her assignment, or taking home exams without the knowledge and consent of the instructor.

** When a student submits an assignment, that assignment should be only his or her own work unless the teacher has specifically set up the assignment as a group project or other collaborative assignment. In such cases, the names of all students involved in the group process should be listed on the assignment. If the teacher has not designated the assignment as a group project, submitting an assignment written by more than one person is **plagiarism**.*

Consequences for Cheating (middle school):

First Infraction:

- The test or assignment on which the cheating occurred will receive a grade of zero.
- Conduct mark may be lowered.
- Referral will be made to assistant principal.
- Parent will be notified by the teacher and a conference will be held with the assistant principal, teacher, parent and student. Student and parent will sign a contract to acknowledge consequences for further infractions.

Second Infraction:

- The student will receive a grade of F in the class.
- Conduct mark will be lowered.
- Referral will be made to assistant principal.
- Parent will be notified by the teacher and a conference will be held with assistant principal, counselor, parent, student and teacher.
- The student will be suspended.

Consequences for cheating (elementary school):

First Infraction:

- The assignment will not count in the grade calculation.
- Referral will be made to the assistant principal.
- Parent will be notified by the teacher and a conference will be held with the teacher and the student.

Second infraction:

- The assignment will not count in the grade calculation.
- Conduct mark may be lowered.
- Referral will be made to the assistant principal.
- Cheating will be noted in the comment section of the report card.
- Student may be suspended.

Cell phones (Kindergarten through Eighth Grade):

All K-8 Beverly Hills Schools are cell phone free zones. Cell phones may not be seen or heard at any time during the school day in any location. Cell phones may not be used inside the buildings after school.

First infraction:

- Cell phone will be confiscated and it must be picked up by a parent and/or guardian in the assistant principal's office at the close of the following school day.

Second infraction:

- Cell phone will be confiscated and it must be picked up by a parent and/or guardian in the assistant principal's office after one week.

Third infraction:

- Student will not be allowed to bring a cell phone to school for the remainder of the school year.

Dress Code (Kindergarten through Eighth Grade):

- No revealing clothing. Students shall not wear sheer blouses, bare midriff or revealing tank tops, tube tops, open backed shirts, halter tops, spaghetti straps or low-cut necklines.
- Short skirts and short shorts are not allowed.
- Leggings or tights must be covered by shorts, dress, or skirt.
- Students shall not wear sagging or oversized pants or shirts. Belts, wallet chains, etc., may not hang down.
- Undergarments shall not be visible.
- Hats or hoods may not be worn in class.
- No clothing, backpacks, or hats that suggest a gang affiliation, bear inappropriate logos including graffiti style language/logos, carry an inappropriate message (words or images that are offensive, vulgar, derogatory towards individuals or groups of people, or that promote or advertise illegal products or activities), do not provide appropriate coverage, or detract from the academic environment.
- For reasons of safety, students must wear closed toe shoes. Sandals, flip flops and slippers are not allowed.
- Make up is not permitted. Students must have clean, neat hair with natural color.
- All clothing must be neat, clean, and in good condition, reflecting a professional atmosphere of learning.

Students who do not follow these specific dress code rules or wear clothing that is inappropriate for school will be sent to the office for appropriate attire.

First Infraction:

- Referral to assistant principal for change of clothing. Parent will be contacted.

Second Infraction:

- Referral to assistant principal. Parent must bring a change of clothes and meet with assistant principal.

Third Infraction:

- Referral to assistant principal. Student may be suspended.

Student Responsibility Contract – Signature Page

We have read and discussed the Student Responsibility Contract, the District Discipline Policy and Procedures Handbook, and other school policies. We understand that the list of rules and obligations is not all-inclusive.

Parent Signature

Date

As a student of the Beverly Hills Unified School District, I agree to abide by the school rules and policies and to be a responsible student.

Student Signature

Date

Homeroom Teacher

Please return this signature page to your homeroom teacher. Please place the Student Responsibility Contract and other school rules in your notebook for easy reference. Make sure to keep your Discipline Policy and Procedures Handbook in a safe place at home.