

TFSCS EXCELLENCE IN TEACHING & LEARNING

Comprehensive Policies for Students On Discipline and Truancy

Guidelines

TFSCS has developed a comprehensive set of student discipline policies to assure a safe and study orientated learning environment. The discipline policies frame a set of Student Behavior Expectations, Parental/Guardian Obligations and General School Rules. To know and to obey these discipline policies is the duty of each students, parent/ guardian and school personnel. Violations of these rules will be punished and might lead to serious consequences such as suspension and referral to district school of residence.

I. Infractions of Rules

As a school, it is our goal to provide our pupils with the best education possible. Therefore, we have to ensure that they are integrated in a safe and educationally oriented environment. To assure this TFSCS has developed a comprehensive set of student discipline policies which include the students' rights and responsibilities and the school's suspension and referral to district school of residence policies.

The following behavior is disruption of authority and prohibits implementation of the educational program. Students who disrupt school activities or defy school authority, school teaching staff and / or administration or other school personnel engaged in the performance of their duties; may be suspended or recommended for *involuntary transfer*. The bottom-line purpose of these procedures will be to ensure a safe and effective learning environment. Successful procedures will provide for due process for parents to be specific and concrete, and be supported by the school community.

Inappropriate behavior that disrupts the learning process, while on school grounds, going to or coming from school are detailed below:

1. Continued truancy or tardiness (See **Truancy Policy**)
2. Disruption of classroom program and / or school activities
3. Generally not listening and abiding by instructions
4. Getting out of seat and / or walking around during class at inappropriate times
5. Walking out of class without permission (This is called on campus truancy. See **Truancy Policy**)
6. Excessive talking / socializing and / or writing notes in class
7. Infraction of behavior standards which is adverse to the welfare of the student body or the school's reputation (see Handbook / Compact)
8. Students are encouraged to report injuries, threatening remarks made to them by another student.
9. Use of racial slurs/hate language/name calling (ridiculing others), hate violence
10. Willful or negligent conduct likely to result in injury to another student, school employee or other person.
11. Committing or attempting to commit inappropriate sexual behavior on another child.
Committing an obscene act, habitual profanity, vulgarity, using obscene language
12. Fighting, causing physical injury to another person or self inflicting injury
13. Willfully caused, attempted to cause, or threatened to cause physical injury (Assault or battery) to another person, use force or violence, threats of bodily harm, such as, "I'm going to shoot you!", "I'm going to kill you!" or "I'm going to beat you up after school, etc. upon the person of another. Possession of any dangerous object of no reasonable use to the pupil.

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14. Unlawfully possessed, used, sold, or otherwise furnished, any alcoholic beverage, or any intoxicant of any kind, or has been under the influence of any controlled substance listed in the Health and Safety Code
15. Use, possession, or sale of narcotics, intoxicant or dangerous drugs, or any alcoholic beverages, paraphernalia, possession or use of any aerosol container, Smoking or having tobacco or smoking paraphernalia
16. Continued willful disobedience or open persistent defiance of the authority of school personnel
17. Cheating, Stealing (Stolen or attempted to steal school property, other students property or private property of others, including staff), Forgery of notes, signatures, excuses, or other school documents, Gambling
18. Knowingly received stolen school property or private property.
19. Harassment, bullying, hazing of pupils or school personnel (e.g. "I dare you." You better do this or that or "I'm gonna make you (or you have to) swallow this gold fish" or do this or that. Name calling, teasing, instigating and provoking others to anger
20. Possession of weapons—knives, gun, razors, laser pens, etc. or facsimile (Possessed an imitation firearm.) explosives and fireworks including caps or any other dangerous weapon
21. Possessed, sold, or otherwise furnished any firearm, knife, explosive, or other dangerous object; brandishing a knife at another person
22. Extortion (exhibiting the beginnings of gang behavior, e.g. "You better bring me some money (or whatever) tomorrow or you know what's gonna happen to you.")
23. Cutting, defacing, or otherwise injuring any personal property or property belonging to the school
24. Personal appearance / hygiene which is adverse to the welfare of the student or student body
25. Serious infraction of lunch ticket rules such as selling or buying a ticket, or using a ticket that doesn't belong to student (if applicable)
26. Eating food, candy, gum, sunflower seeds at school at undesignated times and places
27. Any other inappropriate behavior unbecoming for children

II. Consequences assigned for inappropriate behavior and absence:

1. No Playground activities during lunch and / recess (benching)
2. Paper pick-up during nutrition or lunch
3. Call home and/or parent conference
4. Referral to School Attendance and Behavior Review Team (SABRT)
5. Suspension
6. Involuntary Transfer to school district of residence
7. Students may expect that Monday and Friday absences and any excessive absences may cause them to have privileges taken away and may not participate in certain activities

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Today's Fresh Start Charter School

“Start Fresh Every Day! Everyday a New Beginning!”

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- 1. Attendance and Tardies (See Truancy Policy)**
 - a. Never leave campus without going through front desk office with parent
 - c. Students who return from absence must have a note from parent
 - d. Excessive absences and / or tardies
 - e. Parents must take their child to the “tardy room”.
 - f. Students must be in attendance no later than 8:00 a.m. and may be subject to non-admittance until the next regular period of class time.
- 2. Restrooms**
 - a. Must be kept clean and not be used as a socializing room.
 - b. Anyone who vandalizes a restroom or other school property will be held financially responsible.
 - c. Throwing balled up wet paper towels to stick on bathroom walls is not okay
 - d. Throwing spitballs in and out of class.
 - e. Kicking doors and / or slamming doors is not okay
 - f. Students may not go to the restrooms unattended by an adult standing by.
- 3. Bicycles, skateboards, rollerblades, scooters**
 - a. Bikes must not be ridden on campus or alley.
 - b. Bikes must be locked in bike compound, if applicable. Only bike riders may go into compound, if applicable.
 - c. Bikes which are ridden on campus are taken away until claimed by a parent.
 - d. Skateboards, scooters and rollerblades are not allowed at school at any time; they will be held until claimed by a parent.
- 4. Lockers**
 - a. Don't share lockers. Use only the locker assigned, (if applicable)
 - b. Check to make sure locker is closed and locked securely (if applicable)
 - c. Do not use your own lock. It will be cut off. (if applicable)
- 5. Textbooks, Library Books**
 - a. Students are responsible for all books issued or borrowed, and for paying for lost or damaged books.
 - b. Textbooks must be covered, student and teacher name must be on inside cover nameplate.
- 6. Safety**
 - a. Avoid accidents by not roughhousing, excessive running around and hitting others. Observe playground rules.
 - b. Parents are not to exceed “school safety speed limit” while driving to go for child pick up or drop off students (3 – 5 Mph) Cars need to move at a “crawl” to prevent injury to a child or other.
 - c. Parents are to park adjacent to the curb and not linger and block others while picking up the student. Parents are to be courteous of others at all times. Parents should not double park.
- 7. Boundaries**
 - a. Stay in designated areas at lunch and at snack times.

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8. Playground (P.E.)

- a. Playground usage is only open under the supervision of staff.
- b. No eating. Detention / benching is assigned for violation of playground rules.
- c. Stay in designated play areas only. Equipment to be used properly according to rules.
- d. Use only checked out equipment. Do not bring your own sports equipment.
- e. Students may not be on playground unless engaged in activity.

9. Deliveries

- a. Messages are not delivered to students.
Articles should be must be picked up in designated area.
- b. Emergencies will be referred to an administrator.

10. Games, Radios, and Electronic Devices

- a. Leave games, toys, radios, tape players, and CD players at home.
- b. No electronic devices (beepers/pagers or cell phones) are allowed on campus at any time.
- c. These items will be taken from student and must be claimed by parent within 30 days.
School is not responsible for loss.

11. Clean campus and school pride

- a. Stash your own trash.
- b. Pick up wherever and whenever.
- c. Be cheerful and cooperative when asked to help.

12. Student Dress Code

Dress for school should be appropriate so it does not distract from the learning process. All students have a job and that job is to get an education. Just as adults dress for work, we expect our students to dress appropriately for their "job" which is school. The following dress code is adopted because we want our students to feel special and encourage uniformity:

All students must wear uniforms as selected.

TFSCS tee shirts or uniforms are required on field trips.

- A. Dresses, tops, skirts and shorts** - All such clothing should be of appropriated length which is not shorter than fingertip length. Short shorts or athletic shorts (split-side or tight bicycle type) are not permitted unless recommended for P. E. Shorts must be fitted at the waist and must be worn so as not to bag or sag.
- b. Shirts and blouses** - All shirts and blouses must be long enough to cover the midriff when the student raises his/her hand to answer in class. All shirts/blouses must have shoulders or straps that are All shirts / Blouses must have shoulders or straps that are at least two inches wide. Sleeveless athletic jerseys must be worn with an appropriate second shirt. Tops cannot be see-through, backless, side less, off the shoulder or low cut so as to reveal cleavage.
- c. Pants** - Must be worn fitted at the waist and hemmed at the bottom and fitting appropriately not to distract from classroom duties.
- d. Shoes** - For safety reasons, all shoes must be enclosed all around (heel, toe and sides). Shoes must be worn at all times on campus. Thongs, house slippers, sandals or any type of beach footwear are not permitted. Shoes must be rubber soles and non- skid.

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COMPREHENSIVE POLICIES FOR STUDENT BEHAVIOR

- e. **Headgear, earrings, jewelry** - Boys are not allowed to wear any jewelry to school. Small earrings may be worn only by girls in the ears only. Expensive jewelry should be left at home. No headgear, head bands, etc.
- f. **Any clothing or accessory** that depicts in any form of profanity, vulgarity, violence, drugs, alcohol, vandalism, weapons, tobacco, a sexual act, or is offensive to any gender, race or culture is unacceptable and therefore not permitted at TFSCS. Students are expected to conform to reasonable standards in cleanliness, appropriate dress, and hair styling. Reasonable standards are defined as presenting an appearance that is conducive to learning and that does not detract from or disrupt the learning environment for others.

SUSPENSION AND EXPULSION POLICIES

We do at all times request and require parent / guardian cooperation for your child's welfare. Students who present an immediate threat to the health and safety of themselves or others may be suspended or involuntarily transferred to their district school of residence. The list above (Infractions of Rules) identifies those offenses that may result in suspension, *involuntary transfer* (expulsion) to the school district of residence or all three of the above.

We encourage conflict resolution through words and discussion of the problem with the school administration. As the compliance with these rules is essential to achieve our educational goal, we strictly follow the outlined procedure below (Due Process). We will consistently apply the disciplinary options we have at hand including suspension and referral to district school of residence to educate, support and protect our pupils.

It is **always** our desire to work with parents and help bring them to an understanding of what we are about as a school and develop a trusting relationship between parent, school and student. We are a school community.

GROUNDS FOR SUSPENSION AND EXPULSION:

A student may be suspended or expelled for any of the enumerated infractions of rules listed above if the act is related to school activities or school attendance occurring at Today's Fresh Start Charter School or at any other school-sponsored (related) activity: (a) while on school grounds; (b) while going to or from school (c) during the lunch period (d) during, going to, or coming to a school-sponsored activity

Important Note: All referrals of misconduct are accumulated regardless of category of the offense. Consequences/ referrals for offenses are based on the severity of the disruptive behavior.

PROCESS FOR SUSPENSION:

Informal Conference: Suspension shall be preceded by an informal conference conducted by the Principal and/or Administrator, with the student. The conference may be omitted if the Principal and/or Administrator determines that an emergency situation exists. An "emergency situation" involved a clear and present danger to the lives, safety or health of students or school personnel. If the student is suspended without conference, the parent/guardian shall be notified of the suspension and a conference will be requested as soon as possible.

Notice to Parents/Guardians: At the time of suspension, a school employee shall make a reasonable effort to contact the parent/guardian by telephone or in person to be followed with a written notification. This notice will state the specific offense committed by the student. In addition, the notice may also state the date and time the student may return to school.

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Length of Suspension: The length of suspension for students may not exceed a period of 5 days unless an administrative recommendation has been made and agreed to by the student's parent/guardian. Arrangements will be made to provide the student with classroom material and current assignments to be completed at home during the length of the suspension.

While suspension is to be regarded as a last resort, the grounds for such action will be the same as those contained in Education Code 48900.5. A student may not be suspended for more than 20 days cumulatively each year.

INVOLUNTARY TRANSFER TO DISTRICT SCHOOL OF RESIDENCE

Our plea is for parental cooperation for the welfare of the individual, all other children and the school.

The purpose of involuntary transfer (district school of residence) procedures will be to ensure a safe and effective learning environment for all concerned. School suspension and /or expulsion is a last resort and to be avoided at all cost.

At the time of the referral to the district school of residence, a school employee shall have made a reasonable effort to contact the parent/guardian by telephone or in person. The parent / guardian is given notification of the referral to district school of residence. The discipline and attendance policy is not discriminatory, arbitrary, or capricious, and follows the general principles of due process below.

DUE PROCESS IN THE CASES OF INVOLUNTARY TRANSFER TO DISTRICT SCHOOL OF RESIDENCE

The purpose of *involuntary transfer* (district school of residence) procedures will be to ensure a safe and effective learning environment for all concerned. Parents may be assured of a safe environment for their child. Students who do not adhere to their responsibilities, and who violate the school rules may expect consequences for their behavior.

Students may be recommended for *involuntary transfer* by an administrator or designee for an infraction of rules only when other means of correction are not feasible or have repeatedly failed to bring about proper conduct, or, due to the nature of the act the presence of the pupil causes a continuing danger to the physical safety of the pupils or others.

Students recommended for involuntary transfer are entitled to a hearing by a Hearing Officer. The Hearing Officer will be a community member with knowledge of student discipline and attendance policies. Upon notification to parent/legal guardian and scheduling of a conference, notice shall include, the date, time, contact person and place of the conference or hearing and a statement of the facts, charges and offense upon which the proposed "*involuntary transfer*" is based.

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Students with Disabilities

Appropriate discipline will be determined for students with disabilities so that they understand the nature and extent of their negative / disruptive behavior so that the discipline will make an impact on promoting the positive behavior of the child.

All federal statutes will be adhered to including conducting a manifestation determination of the relationship between the student's conduct and the disability. TFSCS staff will work with the local SELPA in this regard. Positive behavior shaping strategies will be utilized with students with disabilities that will decrease negative/disruptive behaviors and increase the positive impact of those strategies resulting in greater student achievement.

ABSENCES—TARDIES—AND TRUANCY

Today's Fresh Start Charter School believes that regular school attendance and appropriate school behavior are necessary parts of the learning process which result in the student receiving a good education. Students who are frequently absent fall behind in academics and miss important socialization concepts that enhance their ability to understand and follow directions, or, ultimately, plan for the future. I understand there are 180 days in the school year and my child / children must have perfect attendance or near perfect attendance to remain in TFSCS. I agree my child / children will be absent no more than 3 days for unexcused absence and / or tardies. I will complete the necessary absence / tardy slips for this; that ***no vacation other than the scheduled Spring Break and Winter Break may be taken during the 180 school year period.*** Tardy students must be taken to the "tardy room" by the parent. If my child is late, I take full responsibility and am personally responsible for my child's welfare and safety before starting class and I release TFSCS from any and all liability. *I will sign my child in and out of school or a person I authorize (listed on the emergency files) will sign my child in and out of school.* Students may not sign themselves in and out alone. on the rosters. Do not leave your child on the sidewalk or outside the school unattended. If my child is late, he/she may not be allowed to enter class without a tardy slip form the front office.

All students are expected to arrive to school and to class on time. A child is considered tardy when she / he is late to school or late to class. Students are expected to be in their seats by **8:00 a.m.** and considered late to school after **8:00 a.m.** Tardies cause your child to miss instruction, class planning, opening activities and are disruptive to the overall school program. Students are expected to be in class, ready to learn and on schedule when they arrive at school.

The Board of Directors of Today's Fresh Start Charter School has implemented policies related to truancy and/or excessive absences which may result in *involuntary transfer to the pupil's school district of residence.*

TRUANT DEFINED: "One who is absent without permission, especially from school."

EXCUSED ABSENCES: The Education Code provides, "A pupil shall be excused from school only when the absence is due to his or her illness; due to quarantine under the direction of a county or city health officer; for the purpose of having a medical, dental, optometric, or chiropractic services rendered (TFSCS recommends health appointments be made in the afternoon to avoid tardy and absence); for the purpose of attending the funeral services of a member of his or her immediate family (so long as the absence is not more than one day if the service is conducted in California and not more than three days if the service is conducted outside California); for justifiable personal reasons, including, but not limited to observance of a holiday or ceremony of his or her religion, attendance at religious retreats (not to exceed four hours per semester); or when the pupil's absence has been requested in writing by the parent or guardian and approved by the administrator, the principal or a designated representative pursuant to pre-established uniform standards." Three or more excused absences as defined above are considered *excessive excused absences.*

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REPORTING ABSENCES AND TAR DIES: It is the responsibility of the parent or guardian to contact the school office in the morning if their child(ren) will be absent or tardy and to provide written documentation for excused absences as defined above, i.e., a note from the parent or guardian (for illness less than three days), the doctor or medical facility (if the absence is due to a medical, dental, optometric or chiropractic appointment), court documents, etc. for the file. For absences of three or more days, evidence of independent medical verification may be required. Chronic health problems requiring hospitalization need to be reported and documented by the doctor and / or hospital at the time of enrollment or at such time the condition is known. Please take note that discussion with the District Attorney's Office states that asthma is not a reason for excessive absences. Make afternoon health appointments. "My car didn't start." "I got up late is not excusable absence or tardy."

IRREGULAR ATTENDANCE: Today's Fresh Start Charter School defines irregular attendance as any student who is absent or tardy 4 days or more in any given trimester or school year, which does include excused absences and tardiness as defined above. Irregular attendance does include ALL tardiness, including tardiness of only a few minutes in any given day.

TRUANCY, EXCESSIVE ABSENCES AND UNJUSTIFIED ABSENCES:

Any pupil between the ages of 6 and eighteen years of age is subject to compulsory full-time education. A student who is absent from school without valid excuse three days or more or tardy in excess of 30 minutes on each of more than three days in one school year is truant and shall be reported to the Administrator or administrator's designee.

Upon a pupil's classification as a truant, the Administrator or designee shall notify the pupil's parent/guardian by first class mail or other reasonable means, of the following:

- (1) That the pupil is truant.
- (2) That the parent/guardian is obligated to compel the attendance of the pupil at the school.
- (3) That parents/guardians who fail to meet this obligation may be guilty of an infraction and subject to prosecution

Today's Fresh Start Charter School will inform parents/guardians of the following:

- (1) Alternative educational programs available in the school district of residence.
- (2) The right to meet with appropriate school personnel to discuss solutions to the pupil's truancy.
- (3) That it is recommended that the parent or guardian accompany the pupil to school and attend core classes or attend a conference.

VIOLATIONS Once a parent / student is notified of being a truant *or* demonstrate irregular attendance, the following procedures may be initiated:

1. Referral to School Attendance and Behavior Review Team (SABRT): The SABRT may be comprised of a combination of the Principal, Site Coordinator, teacher, the legal parents/guardians, the student and / or other personnel who the school deems beneficial and necessary to the support of the child's attendance. The SABRT will *develop an attendance contract* for the student with specific interventions to support the student in improving his/her attendance with the signature of the parent and child.
2. **Attendance Probation Contract:** If the student violates the contract, or is truant again or continues to demonstrate irregular attendance and / or tardies, they may be put on Attendance Probation, following a meeting, or a good faith attempt to conduct a meeting, involving a representative of the SABRT and the parent/guardian of the student.

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Subsequent and habitual truancy will be reported to the appropriate agency which may include the Los Angeles District Attorney's Office following a conscientious effort to hold at least one conference or make telephone contact or another letter sent to the parent or guardian conducted as stated above.

TODAY'S FRESH START CHARTER SCHOOL HEARING OFFICER: If a student violates his/her Attendance Probation Contract, he/she may be referred to Today's Fresh Start Charter School's Attendance Hearing Officer. The Hearing Officer will be a community member who has knowledge of student attendance policies. The Hearing Officer will meet with the student, parent and pertinent members of the school to review the student's attendance. The Hearing Officer will notify the parent / or guardian in writing one week (7 days) before the meeting, except in cases of more urgency, a meeting may be scheduled with a shorter notice. Only the legal parent or guardian may attend the meeting. The Hearing Officer may involuntarily transfer the student back to his/her district school of residence. In such case, the student will be referred back to his/her district school of residence and will not be able to return to Today's Fresh Start Charter School for the remainder of that school year. If the student would like to re-enroll into Today's Fresh Start Charter School he/she will need to follow the Enrollment Policies and Procedures for all prospective students and parents/guardians must show they have made a conscientious effort to improve their child's integrity and record in understanding the importance of good school attendance.

ABOLISH CHRONIC TRUANCY PROGRAM (ACT): Today's Fresh Start Charter School is a member of the Abolish Chronic Truancy Program (ACT). All students who have not been involuntarily transferred to their district school of residence prior to 10 days of unexcused absence and / or irregular attendance will be referred to the Los Angeles District Attorney's ACT Program (Abolish Chronic Truancy). The ACT Program will follow their outlined procedures and the student may, after referral to ACT, be involuntarily transferred to their school in their district of residence.

ON CAMPUS TRUANCY / TRUANT DEFINED: A truant is one who is absent without permission, especially from school. A student who leaves class without permission and fails to return to class within 5 minutes will be considered an "*on-campus truant*". A student failing to return to class within 5 minutes following recess or lunch will be considered truant. No student is allowed to voluntarily leave the campus without permission.

Expulsions

Any student may be expelled in accordance with applicable state and federal law. The administrator's designee shall be responsible for assuring due process procedures are followed. The administrator's designee is also the primary contact person that will communicate with district of residence staff.

Expulsion Hearing

Students recommended for expulsion are entitled to a hearing to determine whether the student should be expelled. The hearing will be held within 30 days after the Administrator's designee determines that an act subject to expulsion has occurred. The administrator's designee will be responsible for assuring that due process procedures are followed for all expulsions.

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Written notice of the expulsion hearing will be forwarded to the student and the student's parent/guardian at least 10 calendar days before the date of the hearing. This notice will include:

- a) The date and place of the hearing.
- b) A statement of the specific facts, charges and offense upon which the proposed expulsion is based.
- c.) A copy of TFSCS's disciplinary rules which relate to alleged violation.
- d.) The opportunity for the student or the student's parent/guardian to appear in person at the hearing.

Written notice to expel a student will be sent by the Administrator's designee to the parent/guardian of any student who is expelled. This notice will include the following:

- a) The specific offense committed by the student for any of the acts listed in "Reasons for Suspension and/or Expulsion."
- b. Notice of the student or parent/guardian's obligation to inform any new district in which the student seeks to enroll of the student's status with TFSCS.

Check your child's backpack!

TFSCS parents are concerned and caring. They check their child's backpack before arriving to school for inappropriate, unauthorized objects which may be dangerous. They know that bringing inappropriate objects may be grounds for suspension or "involuntary transfer to the district school of residence;" objects such as candies, toys, spray bottles, toy guns/weapons, game boys and other unauthorized food and other stuff.

Our parents consider the safety and welfare of their own children and other students of TFSCS. They cooperate with us.

We appreciate our parents for their thoughtfulness and concern.

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Automatic Expulsion: Zero tolerance circumstances under Education Code 48915

The administrator or administrator's designee of schools shall immediately suspend, pursuant to Section 48911, and shall recommend expulsion of a pupil that he or she determines has committed any of the following acts at school or at a school activity off school grounds:

- (1) Possessing, selling, or otherwise furnishing a firearm.
- (2) Brandishing a knife at another person or possession of a knife
- (3) Unlawfully selling a controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health and Safety Code.
- (4) Committing or attempting to commit a sexual assault as defined in subdivision (n) of Section 48900 Education Code or committing a sexual battery as defined in subdivision (n) of Section 48900.
- (5) Possession of an explosive.

EXPULSION UNDER THE GUN-FREE SCHOOL ZONE ACT:

The administrator or designee shall immediately suspend and shall recommend expulsion of a pupil that he or she determines has committed any of the following acts at school or at a school activity off school grounds:

- (1) Possessing, selling, or otherwise furnishing a firearm.
- (2) Possession of an explosive.

GETTING ALONG TOGETHER IN A SCHOOL COMMUNITY

At the beginning of each school year the TFSCS school staff will meet with parents and students for orientation. During this meeting, parents and students are made aware of their responsibility for knowing and following school rules. A **Mandatory Parent Orientation** will be held at the beginning of the school year. **Back To School Night** will be held after that meeting. School and classroom policies will be covered. A brief resume of the material covered is presented.

We feel a policy of positive encouragement is more likely to produce a safe and harmonious school environment than a policy of harsh coercion. Towards achieving that end, discipline should be consistently carried out. Discipline is best served when students learn the school rules and accept the responsibility for carrying them out. The staff will assist by supervising period changes and other out of class time.

It is always the goal of Today's Fresh Start Charter School to get along with all our parents, students and staff. We believe that to implement the best educational program possible with a goal of "excellence for life long learners" we must have every parent's cooperation. We believe that all of us need to be even tempered, courteous, respectful and civil to each other at all times. ***Although, something may come up, we still must maintain our dignity, our integrity and our composure, regardless of the circumstances. This goes for parents and everyone.***

The below Statutes address disturbances on campus by parents. We will adhere to the codes outlined to enforce a safe school environment.

Education Code

Sections 32210, willful disturbance of public school or meeting

Section 32211, threatened disruption or interference with classes; misdemeanor

Section 32212, classroom interruptions

Penal Code

Sections 626-626.10, schools, and

Sections 627-627.10, access to school premises.

Section 627.2, necessity of registration by outsider, and

Section 627.7, misdemeanors; punishment

Today's Fresh Start Charter School

Notice of "Involuntary Transfer for Chronic Truancy to School District of Residence"

Dear Parent / Guardian,

This letter is to inform you that your child, _____ in the _____ 1 st. _____ grade is a **habitual truant**, which means he /she has excessive absences and / or tardies. Through numerous flyers, posters, letters you have been advised of this status of "truancy."

You also did not attend the meeting called by the District Attorney's Office on May 9, 2006. We previously advised you that "*Failure to improve your child's attendance will result in a referral to your home school in your district.*"

We made an appointment with you to discuss this very serious matter for June 21, 2006, but you did not come to meeting and did not excuse yourself by calling or re-booking. Due to your lack of response, you are hereby advised that your child, _____ Tony Jackson _____ is given an "*involuntary transfer to his / her school district of residence,*" which is:

Name of School District

Name of School

Address of School

Telephone # of School

Below are legal references which relate to truancy and your parental responsibility to have your child at school every day and on time.

Unjustified Absences

Any pupil subject to full time education (between the ages 6 to 18 years old, Section 48400 is subject to compulsory full-time education) who is absent from school without valid excuse more than three days or tardy in excess of 30 minutes on each of more than three days in one school year is a truant and shall be reported to the attendance supervisor of the superintendent of the school.

Education Code Section 48260.5

(A) Upon a pupil's classification as a truant, the school district **shall** notify the pupil's parent/guardian by first class mail or other reasonable means, of the following:

(1) That the pupil is truant.

(2) That the parent/guardian is obligated to compel the attendance of the pupil at school.

(3) That parents/guardians who fail to meet this obligation may be guilty of an infraction and subject to prosecution pursuant to Article 6 (commencing with Section 48290 of Chapter 2 of Part 27.

(B) The school also shall inform parents/guardians of the following:

(1) Alternative educational programs available in the district. **

(2) The right to meet with appropriate school personnel to discuss solutions to the pupil's truancy. (Added Statutes, 1983, Chapter 498)

(3) That it is recommended that the parent or guardian accompany the pupil to school and attend classes with the pupil for one day. (Added Statutes, 1983, Chapter 498)

Excessive Excused Absences

Truant, unverified, unexcused, excessive excused absences, and tardies affect the student's education and increase the chances for failure. Tardies interrupt the classroom and interfere with the learning environment for all students.

48261. Subsequent report of truancy

Any pupil who has once been reported as a truant and who is again absent from school without a valid excuse one or more days, or tardy on one or more days, shall again be reported as a truant to the attendance supervisor or the superintendent of the district.

48262. Habitual truant

Any pupil is deemed an habitual truant who has been reported as a truant three or more times per school year, provided that no pupil shall be deemed an habitual truant unless an appropriate district officer or employee has made a conscientious effort to hold at least one conference with a parent or guardian of the pupil and the pupil himself, after the filing of either of the reports required by Section 48260 or Section 48261.

CC: This Notification has been forwarded to the school district of residence and also to the District Attorney's Office, Anita Brown, Hearing Officer (323)357-5355 – FAX (323) 357-7352