PRINCIPAL’S MESSAGE
Our vision at McBride is to ensure students, parents, and community members alike, feel that they have entered an environment that is conducive to learning. We want McBride to be a location that is calm, yet exciting, and overall, a school dedicated to the education of young people. McBride is a school where all students are driven to become successful members of our competitive society.

All policy and procedures are in accordance with the LBUSD Guidelines for Parents and Students. This detailed document can be found at www.lbschools.net in the lower left hand corner of the home page.

MBHS – Guidelines for Success
At McBride we strive for every student to embody Maturity, Bravery, Humanity and Service. Students and faculty alike are rewarded for their efforts to push themselves in being well-rounded students and citizens. These are the expectations that govern our school, and those who choose to remain as part of our family, exhibit PRIDE in McBride, have RESPECT for others, and take RESPONSIBILITY for their actions.

MCBRIDE HIGH SCHOOL DISCIPLINARY PROCEDURES
Our goal at McBride High School is to help each student become a positive citizen. We know the majority of students will work toward this goal by respecting the rights of others, respecting personal and school property, and by practicing acceptable behavior. In an effort to support and maintain the positive actions of our community, disciplinary action becomes a consequence to the few who fail to exhibit positive actions. The following are consequences for failure to adhere to school rules, policies and regulations. These policies, rules and regulations are in effect on or near school grounds, off campus during any school hours, at any school-sponsored function, and while on the way to or from school and home.

Disciplinary procedures are guidelines for our McBride Community, and are subject to change at the discretion of the administration. The consequences for violations are established for the well-being and in the best interest of students, staff, and the school facility.

ATTENDANCE POLICIES AND PROCEDURES
It is imperative that our students attend school regularly and come to school prepared to learn. Our desired outcome for our students is that they are empowered with an education and good habits that will provide our students with marketable skills in life.

1. When a student is absent, he/she must clear their absence with the main office. If the student does not clear their absence, they are considered truant. The student has three school days to clear the truancy. Only students with a cleared and excused absence are eligible to make-up class work. Students need to arrive early to school to secure clearance from the Office prior to the student’s first class of the day. Students who arrive to the Administration Office after 8:50 a.m. will be considered tardy. If a student does not clear their absence, they will be allowed to attend class and instructed to secure clearance within three school days to avoid the truancy.

2. A student who must leave campus for an appointment, before the end of the school day, must bring a note from the parent/guardian explaining THAT particular departure BEFORE classes begin. A student will then receive an “Early Out” pass from the Attendance Office. In the case of illness during the day, the student must be released with an “Early Out” through the Nurse’s Office. Failure to get this “Early Out” pass before leaving will result in receiving a truancy mark for each class missed. The student is to show this “Early Out” to the teacher whose class the student leaves. When visiting a medical office, the student must return with a stamped note from that office. The “Early Out” must be signed by parent/guardian or doctor and used by the student as a basis to obtain a readmit the following day.

3. An automatic dialing system will call home informing the parent/guardian of an absence each day.

ABSENCES
Excused absences include: illness, medical appointment, funeral service of a member of immediate family, special religious observances, mandatory court appearances and jury duty.

Unexcused absences include: Any absence that does not meet the criteria of an excused absence including family vacations and trips and outside activities and events not cleared by the school.

Truancy: Any absence not cleared within THREE school days will result in truancy. When a student is absent an automated phone system calls home to inform parent/guardian. A student absence that is unverified, is considered truant. A student is considered a habitual truant on their third truancy can be referred to the Site School Attendance Review Team (SART) and/or District Student Attendance Review Board (SARB). Truancies have an adverse effect on your conduct grade as well as your grade in that course. Teachers are not required to provide make-up work for students who are truant.
MAKE-UP WORK
1. Students with an excused absence have the right to make-up missed work according to the policies described in each class’ syllabus.
2. A student may arrange to receive make-up assignments through the Counseling Office or through the Nurse’s Office, only if the absence has been or will consist of five or more days because of illness or extenuating circumstances. A parent of the student should be responsible for picking up the assignments from the counselors’ clerk. The time frame for make-up work should not normally exceed the number of days of excused absences. The parent/guardian making the request should allow the counseling office at least 48 hours from the time of request to assemble the requested materials from teachers. In addition to this process students can refer to School Loop to check for make-up assignments.

The student is responsible for completing their assignments and turning them in to teachers. It is not feasible in some cases for teachers to give make-up assignments, therefore regular attendance is important.

In cases of an excused absence, students have the right to make up assignments in the allotted time with no loss of credit.

In cases of suspension from class/school, students have the right to make up assignments in the allotted time with no loss of credit.

In cases of truancy, students forfeit the right to make up assignments and lose all credit for assignments due.

In cases of unexcused absence, students may be allowed to make up assignments at the discretion of the teacher but teachers are not required to provide make-up work.

UNEXCUSED ABSENCES/TRUANCIES: Below is a list of consequences for students with multiple truancies or unexcused absences.

Three or more absences: Phone call home by counselor or administrator
Six or more absences: Parent conference, attendance contract, and district truancy letter (if applicable).
Nine or more absences: SART (Student Attendance Review Team) meeting with the parent, attendance contract, and Saturday School
Twelve or more absences: SARB (Student Attendance Review Board) meeting with the parent along with site and district officials, and Saturday School

Other restrictions that may be implemented following six or more absences include the following:
1. Inability to attend dances
2. Inability to participate in sports, cheer, and other before/after school clubs and activities
3. Inability to participate in senior activities
4. Inability to participate in extracurricular activities

TARDIES: A student is considered tardy if he/she is not in their seat when the bell rings. A student may excuse a morning tardy with a note or with their parent if it is due to illness, medical appointment, funeral service of a member of immediate family, special religious observances, mandatory court appearances, and jury duty. Tardies will also be excused if they have a pass from a teacher, counselor, office staff, or administrator.

Three or more unexcused tardies in a quarter: One detention and parent notification
Six or more unexcused tardies in a quarter: Two detentions and parent notification
Nine or more unexcused tardies in a quarter: Three detentions, parent conference, and attendance contract.
Twelve or more unexcused tardies in a quarter: Parent conference, attendance contract, and Saturday School.

Other restrictions that may be implemented following six or more unexcused tardies include the following:
1. Inability to attend dances
2. Inability to participate in sports, cheer, and other before/after school clubs and activities
3. Inability to participate in senior activities
4. Inability to participate in extracurricular activities

BEHAVIOR VIOLATIONS AND CONSEQUENCES

ASSAULT ON STAFF – Verbal or physical assault against a staff member (during enrollment at McBride):
Incident 1: 5 day suspension/police action/parent conference/Referral for Immediate Action (RIA)

BULLYING/CYBERBULLYING: When a student or group of students shall, through physical, written, verbal, or other means harass, sexually harass, threaten, intimidate, cyber bully, cause bodily harm to, or commit hate violence against any other student or school personnel.
Incident 1: Detention or 1-5 day suspension depending on the severity of the incident/parent conference
Incident 2: Detention or 1-5 day suspension depending on the severity of the incident/parent conference/behavior contract
Incident 3: 1-5 day suspension/parent conference/behavior contract
Incident 4: 3-5 day suspension/parent conference/contract/ possible transfer to alternative setting or RIA

CHEATING ON AN EXAM, COPYING HOMEWORK, PLAGIARISM, ETC. (per year):
Incident 1: Zero on the assignment/teacher contact parent/teacher contacts administrator for documentation
Incident 2: Zero on the assignment/parent conference/2-detentions
Incident 3: Zero on assignment/parent conference/1-day suspension/contract/possible transfer to alternative setting or RIA depending on grade level and credits earned.

Incident 4: Zero on assignment/parent conference/2-days suspension.

CLASSROOM DISRUPTION, DEFIANCE OF AUTHORITY, AND/OR DISRUPTING SCHOOL ACTIVITIES:
Defiance means the refusal by a student to follow the directions of any school employee. This includes, but is not limited to refusal: to give legal name or provide ID when asked; to go where directed; to accompany school employees to the office; to give accurate, truthful information. Additionally it includes disrupting school activities and being disrespectful and/or willfully defying the valid authority of supervisors, teachers, administrators or any other school/district personnel.
Incident 1: Detention or 1-5 day suspension depending on the severity of the incident/parent conference.
Incident 2: Detention or 1-5 day suspension depending on the severity of the incident/parent conference.
Incident 3: 1-5 day suspension/parent conference/behavior contract.
Incident 4: 3-5 day suspension/parent conference/contract/possible transfer to alternative setting or RIA.

COMPUTER/NETWORK/INTERNET MISUSE (INCLUDING BUT NOT LIMITED TO CHANGING PROGRAM CONTROLS/WALLPAPER, ETC. ADDING/DELETING PROGRAMS WITHOUT PERMISSION, CHAT ROOM INVOLVEMENT, VULGAR/SEXUAL SITES OR ANY SITE THAT IS NOT APPROPRIATE FOR THE EDUCATION, SAFETY, AND WELL BEING OF THE STUDENT BODY:

Personal E-mail shall only be accessed with instructor’s permission and strictly for academic purposes.
Incident 1: Detention and parent contact.
Incident 2: Detention/Parent Conference/ Possible termination of Internet use for remainder of semester.
Incident 3: Detention/Parent Conference/ Possible termination of Internet use for remainder of the school year.
Incident 4: If problem continues after the third incident student faces permanent suspension of Internet access for remainder of enrollment at McBride High School.

DRUG/ALCOHOL – USE, POSSESSION, OR UNDER THE INFLUENCE OF ANY CONTROLLED SUBSTANCE:
Incident 1: 1-5 day suspension/parent conference/contract/possible police action.
Incident 2: 2-5 day suspension/parent conference/possible police action.

DRUGS/ALCOHOL – POSSESSION OF PARAPHERNALIA (INCLUDING “LOOK ALIKES”):
Incident 1: 1-5 day suspension/parent conference/contract/possible police action.
Incident 2: 2-5 day suspension/parent conference/possible police action.

DRUGS/ALCOHOL – SELLING OR FURNISHING ANY CONTROLLED SUBSTANCE:
Incident 1: 5 day suspension/police action/parent conference/transfer to alternative setting or RIA.

ELECTRONIC DEVICE/CELL PHONE POLICY
Students may possess cell phones and other electronic devices during the school day, but they are restricted to using these devices during permitted times. Use of cameras, and other recording devices is NOT permitted in the locker rooms or restrooms. They need to be placed with the student’s belongings during the instructional day. If visible, a phone or electronic device may be confiscated. Any student, whose electronic device has been confiscated for being visible, used without permission during the instructional day, or causing the interruption of the educational process with incoming calls and/or other signaling sounds will be subject to the following consequences:
Incident 1: Item confiscated and returned to the student after school.
Incident 2: Detention/item confiscated/parent contact/parent/guardian required to pick-up item from administrator.
Incident 3: Detention/item confiscated/item returned following conference with parent/guardian.
Incident 4: Detention/item confiscated/parent conference/item returned to parent following parent conference.

Note: McBride High School does not assume liability if such devices are damaged, lost or stolen.

EXPLOSIVES – POSSESSION OR USE OF MATCHES, LIGHTER, FIREWORKS, EXPLOSIVES (INCLUDING FIRECRACKERS, “PARTY POPPERS”, “BOMB BAGS”, ETC.), OR SETTING OF FALSE FIRE ALARM:
Incident 1: Detention and/or possible 1 – 5 day suspension/parent conference/contract/payment of damages/possible police action/possible transfer to alternative setting or RIA.
Incident 2: 1 - 5 day suspension/payment for damages/possible police action/transfer to alternative setting or RIA.

FIGHTING – ASSAULT – HAZING – HARASSMENT – DATING VIOLENCE:
Fighting means the use of physical force against another person, i.e. mutual combat. Threats of physical force are treated similarly. (E.C. 48900(a))
Incident 1: 1-5 day suspension/parent conference/possible police action/possible contract.
Incident 2: 1-5 day suspension/parent conference/possible police action/contract/possible transfer to alternative setting or RIA.
Incident 3: 1-5 day suspension/parent conference/possible police action/transfer to alternative setting or RIA.
FOOD THROWING OR LITTERING:
Incident 1: Detention/parent contact/clean-up
Incident 2: Detention/parent conference/clean-up
Incident 3: Detention/parent conference/clean-up/contract

FORGED NOTES/FRAUDULENT PHONE CALLS:
Incident 1: Detention/parent contact
Incident 2: Detention/parent conference/contract
Incident 3: Possible suspension/parent conference/notes must be accompanied by a phone call to parent or guardian

GAMBLING:
Incident 1: Detention/parent contact
Incident 2: Detention/parent conference/behavior contract
Incident 3: 1 – 5 day Suspension/parent conference/behavior contract

LOITERING, DITCHING, LEAVING CLASS WITHOUT PERMISSION:
Incident 1: Detention/parent contact
Incident 2: Detention/parent conference/attendance contract
Incident 3: Saturday School/parent conference/referral to SART Team/possible citation
Incident 4: Saturday School/parent conference/referral to SARB Team/possible citation

MARKERS/GRAFFITI PARAPHERNALIA (use of see Vandalism) – POSSESSION OF MARKERS, GREASE PENCILS, ETCHING DEVICES, CORRECTION FLUID, ETC.:
Incident 1: Item confiscated/detention/possible police action/parent contact
Incident 2: Item confiscated/Saturday School/parent contact
Incident 3: Item confiscated/Saturday School/parent conference/contract

NO-SHOW TO TEACHER – ASSIGNED DETENTION:
Incident 1: Detention/parent contact
Incident 2: Detention/parent conference/contract
Incident 3: Saturday School/parent contact/contract

OFF CAMPUS WITHOUT PERMISSION
Incident 1: Detention/parent contact/subject to search
Incident 2: Saturday school/parent conference/attendance contract/subject to search/SART Referral
Incident 3: Saturday school/parent conference/attendance contract/subject to search/SART Referral

PARKING VIOLATIONS:
Students parking in staff/visitors parking stalls will be subject to the following consequences:
Incident 1: Police citation for parking illegally/parent contact/detention
Incident 2: Police citation for parking illegally/loss of student parking permit/parent conference
Incident 3: Police citation for parking illegally/parent conference/automobile will be towed at owner’s expense

PARTY FLYERS:
If it is established that alcohol or other drugs were actually furnished to students in connection with the on-campus solicitation (i.e. flyers advertising beer parties), the student may be subject to suspension and/or Referral to District for Immediate Action (RIA).
Incident 1: Detention/parent contact/contract
Incident 2: Saturday School/parent contact/contract
Incident 3: Saturday School and/or 1-5 day suspension/possible police action/

PROFANITY – USE OF PROFANITY OR VULGARITY:
Incident 1: Detention/parent contact
Incident 2: Detention/parent conference/contract
Incident 3: Saturday School/parent contact/behavior contract

PRODUCT MISUSE – INAPPROPRIATE USE IN CLASS OR COMMON AREAS
Items such as but not limited to perfumes, hair products, cologne, cleaning solutions, fragrances, deodorants, etc. should be used in a bathroom and/or locker room and applied/used according to manufactures directions. They should not be out in class, used in the classroom and/or common areas of the campus, applied to other students, etc. This policy is in place protect students particularly those with allergies and other medical conditions. Students choosing to not use products appropriately, face the following consequences:
Incident 1: Detention/parent contact
Incident 2: Detention/parent conference/contract
Incident 3: Saturday School or 1 day suspension/parent contact
Incident 4: 2 day suspension/parent conference/contract

PRODUCT MISUSE – USE, POSSESSION, UNDER THE INFLUENCE, OR FURNISHING OF AEROSOL SPRAYS/CANNED COMPRESSED AIR/GLUE/WHITE OUT/AND OTHER CHEMICAL BASE PRODUCTS (CO2 canisters, Dust Off, whip cream canisters, etc.) USED FOR THE PURPOSE OF MENTALLY/PHYSICALLY ALTERING ONE’S WELL BEING, INCLUDING GETTING “HIGH”. Misuse (violation of manufactures warnings/cautionary statements) of any product for the purpose of mentally/physically altering one’s well-being, is prohibited on or off campus, during school hours and/or school activities, and while on the way to or from school or school activities. Students are prohibited from possession of aerosol and/or canned compressed air products on campus, on any school property, and while on the way to or from school or school activities. Any student using, possessing, under the influence of, or furnishing products that may be used for the purpose of mentally/physically altering one’s well-being, including getting "high", will be subject to disciplinary consequences.
Incident 1: 1-5 day suspension/parent conference/contract/referral to mentoring program
Incident 2: 2-5 day suspension/parent conference/

PROFANITY DIRECTED TOWARD A STAFF MEMBER:
Incident 1: Saturday and/or 1-5 day suspension/parent conference/possible class change or drop/contract
Incident 2: 1-5 day suspension/parent conference/possible class drop or change

PROHIBITED ITEMS – LISTENING DEVICES/ELECTRONIC GAMES/CAMERAS (CD PLAYERS, IPODS, ETC.)/LASER POINTERS/SKATEBOARDS (except if used as transportation to and from school and must be stored on skateboard racks):
Incident 1: Item confiscated/administrator return to student
Incident 2: Detention/item confiscated/parent conference/return item to parent
Incident 3: Saturday School/item confiscated only returned to parent following conference/contract
Incident 4: See Defiance

Note: McBride High School does not assume liability for any prohibited item that has been confiscated; including damage, loss or theft of the confiscated item.

THEFT/ROBBERY:
Theft means taking property without permission. Property is defined as anything that belongs to another person or to the school. Knowingly receiving stolen property is a violation of school rules. Any student involved/convicted of theft, robbery, or extortion:
Incident 1: Possible 1-5 day suspension/restitution/parent conference/contract/possible police action
Incident 2: 1-5 day suspension/restitution/parent conference/contract/possible police action possible transfer to alternative setting or RIA
Incident 3: 1-5 day suspension/restitution/parent conference/police action/possible transfer to alternative setting or RIA

TOBACCO – USE OR POSSESSION OF TOBACCO – SMOKING, CHEWING, ETC.:
Incident 1: Saturday School/parent conference/
Incident 2: Saturday School or 1 day suspension/parent conference/behavior contract/counseling support
Incident 3: 2 day suspension/parent conference/counseling support/contract

TOYS – DISTRACTIVE TOYS (SQUIRT GUNS, ELECTRONIC GAMES, NOISE MAKERS, BALLS, ETC.):
Incident 1: Item confiscated/parent contact/detention
Incident 2: Item confiscated/detention/parent conference
Incident 3: 1 day suspension/item confiscated/parent conference/contract
Incident 4: See Defiance

VANDALISM, DEFACING SCHOOL OR PERSONAL PROPERTY OR THEFT (INCLUDES GRAFFITI BY USE OF MARKER, PAINT, ETCHING, ETC.):
Incident 1: Detention and/or 1-5 day suspension depending on the severity of the incident/parent conference/contract/payment of damages/possible police action
Incident 2: 1-5 day suspension depending on the severity of the incident/parent conference/contract/payment of damages/possible police action/possible school transfer/possible transfer to alternative setting or RIA
Incident 3: 1 - 5 day suspension/parent conference/payment of damages/police action/possible transfer to alternative setting or RIA

VERBAL/CYBER THREATS – Any statement, whether written or oral, by a person who willfully threatens to commit a crime which will result in death, great bodily injury to another person, or property damage, even if there is no intent of actually carrying it out (during enrollment at McBride)
Incident 1: 1 - 5 day suspension/possible police action/parent conference/possible referral to alternative setting or RIA
WEAPONS – POSSESSION OF FIREARMS, KNIVES (INCLUDING POCKET KNIVES), THROWING STARS, OR OTHER DANGEROUS OBJECTS OR WEAPONS (INCLUDING “LOOK-ALIKES”):
Incident 1: 1 - 5 day suspension/parent conference/possible police action/possible transfer to alternative setting or RIA

**MCBRIDE POLICIES/PROCEDURES**

**CAFETERIA**
1. The cafeteria provides students with hot lunches and a supplementary program during nutrition and the lunch period.
2. Breakfast is served before school and must be consumed in the cafeteria.
3. Students should not bring any bill larger than $20. Change will not be given for bills over $20.
4. Students are to dispose of their own trays in the designated receptacles after they are through with their meal.

**CAMPUS FUNDRAISING**
All fundraising on campus must be done by an approved campus organization and with authorization of Student Government. No individual selling is allowed on campus. All monies collected must be turned in to the Student Body Banker and all expenses are to be paid by purchase orders through the Student Body Banker’s office.

**CAMPUS ORGANIZATIONS**
McBride welcomes students to work with faculty members in chartering clubs. Their primary purpose is to support a particular event, to provide/promote school spirit and to provide community service opportunities. Meeting dates are usually before or after school and/or lunch. Chartering is done yearly and must be applied for and authorized by the Student Body Government. A complete list of clubs is available in the Activities Office.

School sponsored clubs and organizations are the only groups permitted to operate on school campuses. They must have the approval of the Student Council and the principal. Meetings must be held on school premises unless the principal specifically approve a particular meeting to be off campus. Each club or organization must have a faculty sponsor who meets with the club and is present at all its activities. Membership must be open to all student applicants who qualify on the basis of school approved club purposes and objectives. All school sponsored club organizations are directly responsible to the principal or the principal’s designee. Students desiring to organize a school-sponsored club should contact the ASB coordinator for the procedures to follow. No Sororities or Fraternities are allowed.

**CHANGE OF ADDRESS OR TELEPHONE**
Whenever there is a change in address and/or telephone number, the student should report such changes to main office. The student is required to provide two forms of verification for any change address.

**CHANGING A FINAL GRADE**
Per California Education Code 49066, a grade given to a student for any course of instruction shall be final and **can only be changed by the teacher** who gave the grade. A grade change must be initiated and completed within one semester of when the student receives the disputed grade.

**CLASSROOM SEARCHES**
Throughout the year random classroom searches are completed. Each student is asked to display the contents of their pockets, backpacks, and purses. Any contraband such as electronics and cigarettes may be turned in willingly without any punishment. Should drugs or weapons be found on a student, he/she will face significant consequences including being arrested. Periodically, K-9 Searches will be conducted by the LBPD. The K-9 Officer will search the student’s personal items to determine if there is possession of drugs or weapons. The purpose of these random searches is to provide students a safe learning environment. Long Beach Unified School District has a zero tolerance for drugs and weapons on all campuses and all school events.

**CONDUCT AND APPLICATION TO STUDIES**
Students are expected to maintain good conduct and to demonstrate satisfactory progress in their class work. They may be suspended from school by the principal for reasons stated in the Behavior Violations and Consequences which may affect their academic and/or conduct grades.

**COUNSELING SERVICES**
Counseling office hours are 8:00 AM - 4:00 PM daily unless otherwise posted.

**Academic, College and Career Counseling**
It is an important function of the Long Beach Unified School District’s high schools to provide help to students in selecting and preparing for their chosen career field and/or in planning for college attendance. Each high school has an experienced staff to help students make educational and career choices. Career path information and development are also available through the School to Career Counselor.
Personal Counseling: Counselors also provide personal counseling to students on an as needed basis. Students are encouraged to meet with the counselor to discuss problems that directly or indirectly interfere with learning. If requested, we will refer students and their parents to specialists in the school or the community for further help.

Course Selection:
Parents or guardians of students are encouraged to participate in career counseling sessions and decisions prior to course selection.

Parent Support:
Throughout the school year the counseling and administration teams will provide seminars to support families as students work their way through high school. Attendance at these seminars is highly encouraged.

CRITICAL INCIDENT PROCEDURES “LOCKDOWN”
In the event it is necessary to lockdown the campus due to a situation that could cause harm to staff or students, please follow these procedures. School lockdown will commence with a school wide PA announcement. If the class is in session, students are to get on the floor (under desks if possible) and remain there. The teacher is to quickly observe area outside classroom to call students (whether enrolled in the course or not) to shelter within their room, close and lock all doors to the classroom, close all window coverings to outside windows, and direct students to take cover under their desks. Physical Education instructors should rapidly escort their classes to the gym or locker room, whichever is closest. Students and teacher are to remain in a “take cover position” until the “All Clear” is announced or for further directions via e-mail.

DRESS CODE
Students shall wear appropriate clothing, footwear and groom themselves for school in a manner, which does not offend the rules of decency or reflect negatively on or detract from any phase of the educational program. For safety reasons all students must wear closed toed shoes on campus at all times.

The following items are general dress restrictions of McBride High School (MBHS):
Clothing, hats, beanies, headbands, jewelry, or accessories associated with alcohol, drugs, tobacco, sex, obscenity, bigotry or violence; Clothing, hats, beanies, headbands, jewelry, or accessories associated with insignia or names of clubs/organizations not related to MBHS; Haimets, bare-midriff tops, and any clothing normally worn as underwear; Short shorts and skirts, beach attire, low necklines, low back lines, shoulder-less garments.

Outer clothing must completely cover underclothes.

Students may wear McBride hats, beanies, hoods, and other head gear outdoors and college headgear on Mondays. No other headgear may be worn at any time unless students are under a doctor’s orders to wear protective hats/headgear. Students must remove all hats, hoods and other headgear, when entering a classroom or other building on campus.

Dress and grooming violations may be cause for disciplinary action. All staff members work together to insure that these regulations are properly enforced. For the complete Dress and Grooming Standards, please refer to the LBUSD Guidelines for Parents and Students and the LBUSD High School Dress and Grooming Document posted on the McBride Website.

DRESS CODE VIOLATION CONSEQUENCES:
Students who appear at school wearing inappropriate clothing or who are inappropriately groomed will not be allowed to attend class until they make the changes necessary to meet the LBUSD/MBHS dress and grooming requirements. Changes could entail removing objectionable clothing items, putting on acceptable clothing provided by the school, or contacting parents/guardians to return home to obtain appropriate clothing.
Violation #1: Warning/ Parent/Guardian contacted to arrange a change of clothing
Violation #2: Detention/Parent/Guardian contacted to arrange a change of clothing
Violation #3 Detention/ Parent/Guardian contacted to arrange a change of clothing/Parent Conference
Violation #4: See defiance section/ Parent/Guardian contacted to arrange a change of clothing

OPEN TOED SHOE POLICY:
In an agreement reached with approval of the McBride Staff, School Site Council, and Associated Student Body (ASB/Student Council), students will be allowed to wear open-toed shoes to school. As part of the agreement students will need to have appropriate shoes for PE every day and will need to be wearing appropriate close-toed shoes when working on science labs and on CTE Labs. Below are the consequences for students who do not bring appropriate footwear for science and CTE classes.
Violation #1: Student will not be allowed to participate in science and CTE lab assignment for that day. They will be provided an alternate assignment in place of the lab.
Violation #2: Student will not be allowed to participate in science and CTE lab assignments. They will be provided an alternate assignment in place of the lab/Detention/Parent/Guardian contacted
Violation #3: Student will not be allowed to participate in science and CTE lab assignments. They will be provided an alternate assignment in place of the lab/Detention/Parent/Guardian contact. Student not allowed to wear open-toed shoes for the remainder of the semester.
Violation #4: Zero on lab assignment for that day/Parent conference and additional disciplinary consequences. Student not allowed to wear open toed shoes for the balance of the school year.
EARTHQUAKE & FIRE DRILLS
When an earthquake happens students are to drop, cover and hold, no bell will sound. After the earthquake ends or approximately 60 seconds later students are expected to follow the teacher in evacuating the building using the nearest exit. When the fire drill bell rings, students are to use the nearest building exit and quietly proceed to the designated safe area following the teacher's directions. In both cases, wait for the all-clear bell to return to the classroom.

EXTRACURRICULAR ACTIVITY ELIGIBILITY POLICY
Scholastic/Academic requirements – Co-curricular activities are intended to supplement and enrich the regular school program for students. Co-curricular activities, however, neither replace nor interfere with the prescribed course of study. To be eligible to participate or to represent the school in co-curricular activities, a student, during the previous grading period, must have earned at least a "C" average in all subjects taken (2.00 GPA). A student who does not earn a 2.0 GPA shall be on academic probation for the succeeding quarter. If at the end of the probationary quarter the student has not achieved a 2.0 GPA, he/she shall be ineligible for the subsequent quarter and until a quarter marking period in which he/she earns a 2.0 GPA. The GPA of freshmen students is checked at the end of the first quarter to determine eligibility.

FINES
There are four categories of fines: bank, book/iPad, ID card and library. Each student is responsible for payment of all fines at the close of each school year. Fines may result in the loss of privileges; therefore, they should be taken care of as soon as they are issued.

FIRE ALARMS
Any student, who sets, tampers with or damages a fire alarm is in violation of Penal Code 148.4 and is subject to a school disciplinary plan of action and a $500 fine or imprisonment.

FLAG SALUTE POLICY
According to the Long Beach Unified School District Secondary School Guidance and Discipline Code, the Board of Education has the legal responsibility to ensure the pledge of allegiance to the Flag of the United States is conducted daily in each classroom as prescribed in Chapter 3, Section 20, 21 of Title V of the State of California Administrative Code.

The Board has no legal responsibility or right to require each and every student to participate actively therein.

The Board does have the right and the duty to see that the students show respect to the Flag of the United States.

INTERNET USE
To utilize the internet a student must complete the LBUSD Student Acceptable Use Agreement to comply with federal and state mandates, to prevent unlawful and malicious activities on the LBUSD network, and secure confidential information from unauthorized access. The purpose of the Agreement is to make sure that students use the internet as a valuable resource in an appropriate manner. The network is provided for students to conduct research and communicate with others on academic topics.

MCBRIDE WEBSITE: http://mcbride-lbusd-ca.schoolloop.com/

LOCKERS
McBride does not provide lockers for students with the exception of students enrolled in Physical Education. Students are discouraged from bringing items of value and/or large sums of cash if they are using Physical Education lockers.

LOST AND FOUND
The school secretary maintains lost and found articles in the school office. Students may inquire there for lost items. Items found by a student should be turned in to the secretary in the Administration Building.

LUNCH POLICY
McBride High School does not have an open campus. Off-campus lunch privileges will begin the second semester of the junior year. Students must meet designated GPA and attendance requirements. Students can have lunch passes revoked for behavior, academic and/or attendance issues.

Lunch Deliveries - We are not able to accept student lunch money from any person. If you would like to deliver a lunch or lunch money to your student you must arrange for the student to meet you at the front gate next to the administration building.

Flower/Balloon Deliveries - Although we would like to recognize students’ special days (birthdays, anniversaries, Valentine’s Day, etc.), we cannot disrupt the educational process with delivery of cards, messages, balloons, candy, etc., nor can we accept or be responsible for the gifts. Please refrain from bringing these items to school.

NOTICE OF FAILURE OR UNSATISFACTORY WORK
Failing notices and Unsatisfactory Work Notices are intended for the following purposes:

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Failing notices and Unsatisfactory Work Notices are intended for the following purposes:
To inform parents that their student is failing in subject achievement or is performing consistently at a work level significantly below their ability.

To enlist the cooperation of the home while there is still time for remedial steps to be taken.

An Unsatisfactory Work Notice or a Failing Notice may be issued any time a student deserves it, any time during the semester. However, notices should be issued no later than the fourteenth week of the semester.

PARENT TEACHER CONFERENCES
A parent may request a conference with a teacher at any time during the school year. Please call and schedule an appointment to ensure teacher availability. It's not permitted to visit a teacher without prior notice. It’s highly recommended that a counselor or administrator be present during a parent teacher conference. A conference can also be scheduled with the student’s counselor or administrator if needed. A counselor can provide parents with a progress report upon request. Information about student progress may be requested at any time, but usually not the week prior to a grading period.

PASSES
Students who leave the classroom or are excused from class must have valid passes in their possession. Passes should not be issued the first and last ten minutes of each class period except in an emergency.

SCHOOL CALENDAR
A student body activity calendar of approved programs and events is available in the Administrative Office each month. It is also available on line on the McBride web site.

SCHOOL LOOP
The success of each student is the combined effort of the student, teacher, and parent. This team effort with regular communication and a positive and confident outlook on each subject area is imperative to each student’s success. We are very fortunate to have our School Loop program as a channel of communication with staff and a relatively easy way to monitor your child’s grades via the Internet. To learn more about School Loop and other programs offered at McBride High School please refer to our web page: http://mcbride-lbusd-ca.schoolloop.com/

SCHOOL PROPERTY
It is everyone’s responsibility to help maintain a clean and safe campus. You can assist the custodial staff in keeping the building clean by not throwing papers, sunflower seed shells, gum chewing etc., on the floors and corridors. Writing and carving on walls, desks, and chairs is disgraceful and inconsiderate of the many other students who use the facilities. Students will be charged for all damages or loss occurring to any school facilities, books or equipment resulting from his/her unreasonable actions.

SCHOOL PUBLICATIONS
1. Announcements for the audio and electronic bulletin should be submitted following the protocol established by ASB. All announcements are subject to editing and to the space available. The bulletin is broadcast via the intercom system at the beginning of third/fourth period and posted on-line.
2. Yearbooks will be available for purchase from the main office. Information regarding ordering details and prices will be distributed at a later date.

SEXUAL HARASSMENT
Any student who engages in the sexual harassment of another person by demonstrating unwelcome sexual advances, requests for sexual favors, and/or other verbal, visual, or physical conduct of a sexual nature will be subject to disciplinary action up to and including expulsion and police action.

STUDENT GOVERNMENT
McBride High School will be developing a student government body. Detailed information regarding guidelines and ways to participate in student leadership will be distributed at a later date.

STUDENT ID CARDS
At the beginning of each school year students are issued plastic ID cards. The student identification card is the property of McBride High School. This card is for the issued student’s use only. These ID cards include a bar-code label for library checkout. These cards must not be damaged or tampered with in any way. A fee of $5 will be imposed for replacements if lost, stolen, defaced or damaged. Without the ID card the student will lose various privileges, including library and Internet usage, until the ID card has been replaced. Students are required to carry their ID at all times while at school and school activities or events. Students are required to surrender this card whenever requested by any school personnel. Failure to do so may result in disciplinary actions up to and including suspension. Loss of card should be reported immediately to administrator/school personnel. All transactions on campus require a current student ID. Temporary ID’s may be purchased for one dollar, before entering campus. Proof of identity is required before purchase of the temporary ID. Temporary IDs must be worn in a visible area. Students are expected to be responsible for the maintenance and upkeep of their school ID’s. Failure to display a proper ID in accordance with school policies will result in disciplinary consequences.
STUDENT RECOGNITION

Students at McBride High School are recognized in a number of different areas including clubs, academic and pathway success, perfect attendance. Awards ceremonies are held two to three times a year.

Each month McBride High School also recognizes students for displaying traits related to our Guidelines for Success - Maturity, Bravery, Humanity and Service (MBHS). Teachers nominate students they believe have demonstrated their best both academically and socially. Students are awarded a certificate and will have lunch with the principal.

TEXTBOOK/iPad DISTRIBUTION

1. A current McBride High School student ID is required for the distribution of all textbooks and iPads.
2. Students are reminded that once textbooks and iPads have been distributed to them, they then have accepted responsibility for the proper use and care. It is recommended that all textbooks be covered with a suitable protective cover, book cover, newspaper, or wrapping and that iPads remain in their cases at all times.
3. Students withdrawing from McBride are required to return their iPad and all books issued to them. At the end of the school year students will be asked to return all text books and their iPad. The iPad is collected at the end of the school year for service and adding needed apps for the subsequent year. Students will be assessed fines for lost or damaged textbooks/iPads. Fine slips will be issued to the students and logged with the main office.

VISITORS

A photo ID must be presented upon entrance to the campus. Parents are welcome to visit the school. An appointment is necessary so that you may confer with the teacher/s, counselor, administrator or staff member at a mutually convenient time during school hours. A visitor’s permit is required to enter the campus and will be issued in the main office. Administrators and counselors will not be available during the nutrition and lunch periods.

McBride High School does not have an open campus and will not tolerate any unauthorized persons on campus without a proper pass issued by the office. No guest passes will be issued to students from other schools during the instructional day, except for approved school or district events.

WITHDRAWAL FROM CLASS

A student may drop a class in the first four (4) weeks of a semester by bringing a note signed by the parent requesting a program change to his/her counselor. A follow-up conference with the counselor and/or administrator may be required. After the first four weeks of the semester, only special circumstances will be considered to drop a course. Such a withdrawal must be approved by both the head counselor and principal or assistant principal. Any student who drops a class after the six (6) week drop period will receive an "F" on his/her semester report card for that class.

WITHHOLDING OF GRADES, DIPLOMAS, TRANSCRIPTS

Education Code 48904b states that any school district or private school whose real or personal property has been willfully cut, defaced, or otherwise injured may, after affording the pupil his or her due process rights, withhold the grades, diploma, and transcripts of the pupil responsible for the damage until the pupil or the pupil’s parent or guardian has paid for the damages. The above code has been amended to provide for the withholding of grades, diplomas or transcripts if a student fails to return borrowed school property upon demand from school authorities.