



The Office of Wellness and Discipline St. Louis University High School

Revised August 11, 2025

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The SLUH Profile of the Graduate at Graduation

The profile of the St. Louis University High School (SLUH) Graduate at Graduation outlines the key characteristics a graduate should embody. These attributes are organized into five categories. All 64 schools within the Jesuit Schools Network (JSN) share these common characteristics of the "Grad at Grad."

- Open to Growth
- Intellectually Competent
- Religious
- Loving
- Committed to Doing Justice

For the complete Grad at Grad document, please visit the SLUH website at www.sluh.org.

Discipline is used at SLUH to preserve order and to protect the common good on and off campus. Discipline is also necessary and essential in order to instill values and ideals, as well as desirable and responsible habits of behavior in the student, so that he is growing into a mature and responsible individual. The guidelines for discipline at SLUH are rooted in the ideals set forth in the Grad at Grad.

Continued enrollment at SLUH is dependent upon the student and his parents'/guardians' commitment to the goals and ideals of Jesuit Education and to the philosophy of SLUH as stated in the Grad at Grad, including its approach to discipline.

Attendance at SLUH is a privilege, not a right. Continuation as a student is generally presumed, *provided* the student maintains acceptable academic performance, demonstrates a genuine effort to live out the school's philosophy and goals, and complies with SLUH's policies and regulations.

SLUH reserves the right to review a student's individual conduct and performance in light of these expectations to determine whether continued enrollment serves the best interests of both the student and the school community. In all disciplinary matters, the well-being of the student and the broader welfare of the school are carefully considered.

Nothing in these policies or procedures is intended to create, nor shall anything be understood to create, contractual or legally enforceable rights; rather, these policies and procedures serve as a guide to student conduct and the school's expectations. These policies may be amended, superseded, suspended, or modified at any time, in the sole discretion of the school.

Student Accountability and Off-Campus Conduct

Enrollment at SLUH carries a responsibility for personal conduct at all times—on or off campus, including weekends, breaks, and summer vacation. Students are expected to uphold SLUH's values regardless of time, place, or whether the activity in which they are engaged is school-sponsored.

Serious violations of school policy, moral principles, or civil law may lead to disciplinary action, up to and including expulsion, even if they occur off-campus. This is especially true

when a student's behavior jeopardizes the good name and reputation of the school within the broader community.

The school may take appropriate disciplinary steps—including notifying law enforcement—even if student conduct occurs off campus, outside school hours, or during non-school related activities.

Conflict Resolution

When conflict arises between a student (or parent/guardian) and a faculty member, the following appeal process must be followed:

- Consult directly with the faculty member involved.
- If unresolved, confer with the appropriate Assistant Principal (Academics or Wellness & Discipline).
- If further resolution is needed, submit an appeal to the Principal.

Demerit and Jug System

Faculty and staff use the demerit system to address both minor and certain major infractions.

Students are issued demerits for a range of behavioral issues. When a student accumulates five demerits, he receives one 'Jug'—a traditional Jesuit term for detention that comes from a corruption of the original Latin phrase 'sub jugo' (under the yoke).

If a student receives a jug, he must report to the office of the Assistant Principal for Wellness and Discipline after school to either serve the jug or schedule the jug for the next morning. A student's failure to report for a jug may result in further disciplinary action, including additional jugs.

If a student receives a jug for excessive tardies, the jug must be served before school begins, from 7:30-8:15 a.m. Non-medical personal appointments, jobs, athletic practices, or other co-curricular activities are unacceptable reasons for missing a jug.

In more serious cases, a student may be given a Saturday jug which is served from 9:00 a.m. to 2:00 p.m. on a Saturday.

A student may earn an automatic jug or multiple jugs without receiving five demerits.

Reasons for demerits and/or automatic jugs include (but are not limited to):

Attendance-Related:

- o Tardy to school
- o Tardy to class

Facilities-Related:

- o Abuse of facilities
- o Leaving trash
- o Abandoned equipment
- o Eating in hallways/classrooms

Behavior-Related:

- o Inappropriate or offensive language
- o Disrespect
- o Dishonesty
- o Disruptive behavior
- o Roughhousing
- o Dress code violations
- o Missing equipment/books
- o Disrupting a religious service or assembly

Technology-Related:

- o Unauthorized phone use
- o Gaming on iPads

Excessive or serious infractions will result in further disciplinary action by the Assistant Principal for Wellness and Discipline, including parent/guardian phone calls, family meetings, engagement of the disciplinary board, disciplinary action plan, or other disciplinary measures, up to and including suspension, probation, and expulsion.

Disciplinary Action Plan

The disciplinary action plan serves as the basis for an individualized action plan in which the student and the school outline a path forward toward individual accountability. The Plan typically involves remedial or reflective measures related to the nature of the offense(s) in order to encourage the student to reflect on his actions, to promote more positive behavior moving forward, and to hold the student accountable. All disciplinary action plans remain in effect until the plan has been fulfilled.

A pattern of disciplinary issues over time, regardless of the perceived severity of the offenses, will demonstrate that the student in question is unable and unwilling to receive the formative education provided by SLUH and could result in suspension, probation, or expulsion.

Referrals

Faculty and staff issue a “referral” to document a situation in which a student has engaged in behavior that the faculty/staff member believes should be formally recorded. For example, a referral may be given when a student misses a minor homework assignment or fails to meet with a teacher during a scheduled time. Emails are sent to the student and their parent(s) or guardian(s) documenting the referral. A referral is not punitive.

Removal From Class

If a student is told to leave class by his teacher, he must report immediately to the Office for Wellness and Discipline. Failure to report immediately will be considered an act of defiance and will be grounds for further disciplinary action. Parent(s)/guardian(s) may be notified when their son has been removed from class. A minimum of one jug will result.

Academic Jug

A mandatory academic jug can be assigned by the teacher to students in the following situations:

- Students who have not completed major summative assessments by the due date
- Students who have not completed key preparatory assignments for major summative assessments by the due date
- Students who have missed previously scheduled makeup dates for major summative assessments missed due to absence.

Academic jug takes precedence over all other after-school activities. (Exception: After School Dance is an academic course and therefore would take precedence over an academic jug). Academic jugs are served Monday through Thursday in the Library from 3:15 to 4:30 p.m. A student is *not* free to reschedule an academic jug on his own.

Consequences for missing an assigned academic jug

- A student who is in school and misses an assigned academic jug must serve an AFTER SCHOOL regular jug once he completes the work for his academic jug. Once the student is released from the regular academic jug by his teacher, he must then serve the regular jug AFTER SCHOOL on the next school day.
- If a student who has already missed ONE academic jug in the quarter and been assigned a regular academic jug as a consequence misses a SECOND assigned academic jug that quarter, that student is assigned a Saturday jug for every day that he misses the assigned academic jug in the future.

Suspension

Suspension is used for serious or repeated violations of SLUH's expectations of student conduct. A student may be suspended for conduct that undermines the school's mission, values, or safety.

Reasons for suspension include (but are not limited to):

- Disobedience, insubordination, disrespect for authority
- Harassment (verbal, physical, or visual based on sex or any other protected characteristic), Bullying, Hazing
- Threats of harm (including online threats)
- Inappropriate online conduct using SLUH's name/logos

- Immoral, profane, or obscene language or behavior
- Vandalism, fighting, intimidation, senior pranks
- Repeated poor behavior
- Attendance violations (unexcused absences/tardiness)
- Forgery, misrepresentation
- Use or possession of tobacco/nicotine on or off campus
- Leaving campus without authorization
- Possession of obscene materials
- Gambling
- Stealing
- Failure to follow school or public official directives
- Inappropriate behavior at athletic events
- Reckless behavior or driving
- Possession of drug paraphernalia
- Drug/alcohol-related violations on or off campus
- Use of another phone while the student's phone has been confiscated for disciplinary reasons
- Any other serious behavior deemed by administration

Any member of the Administrative Team–Principal, Assistant Principal for Wellness and Discipline, Assistant Principal for Academics, and Assistant Principal for Activities and Formation–may suspend a student. Suspensions typically will be between a minimum of ONE school day to a maximum of FIVE school days and necessitate a conference with the student, his parents/guardians and the Assistant Principal for Wellness and Discipline BEFORE the student is allowed to return to school. In extraordinary situations, as determined by the school in its sole discretion, the student may be suspended from school and/or classes for more than FIVE school days. Suspensions are served in one of two of the following ways:

- **Out of School** – During the time of the suspension, the student will not be allowed on school property for any reasons except with the approval of the Assistant Principal for Wellness and Discipline. The student will not be allowed to attend any school function or co-curricular during the time of the suspension.
- **In-School** – At the discretion of the Assistant Principal for Wellness and Discipline, the suspension may be served as an in-school suspension. The student will not be allowed to attend classes, but will be allowed make-up privileges. The student is responsible for classwork missed. The student will not be allowed to attend any school function or co-curricular during the time of the suspension.

The student and his parent(s)/guardian(s) will be notified of his suspension.

Disciplinary Probation

The purpose of disciplinary probation is to set very definite limits and expectations around a student's conduct. All students who are suspended will be placed on disciplinary probation, though a student need not have been suspended to be placed on disciplinary

probation. Violation of disciplinary probation will trigger a meeting with the Principal to discuss whether continued enrollment at SLUH is possible.

Disciplinary probation will range in length according to the severity of the student's actions. The restrictions and conditions of the probation may vary to meet the needs of the student and his offense(s). Seniors who are on disciplinary probation are not eligible for the Early Out program.

The student's parent(s)/guardian(s) will receive a letter to notify them of the probation.

A student participating in co-curriculars (sports, clubs, Dauphin Players, NHS, Prep News, STUCO, etc.) may be subject to additional policies, suspension and/or dismissal from that particular co-curricular based on being placed on disciplinary probation.

Expulsion

Authority to expel is in the sole discretion of the school, with final decision-making authority vested with the Principal. A student may be expelled for conduct on or off campus, even if not directly school-related.

Conduct that may result in immediate expulsion (without involvement of the Disciplinary Board) includes, but is not limited to:

- Distribution/facilitation of controlled substances
- Possession or use of a weapon
- Willful harm to another individual
- Serious legal or moral violations impacting SLUH or the Catholic Church

Notice of Intent to Expel

In non-immediate cases, a 'Notice of Intent to Expel' may be issued, and the student may have the opportunity for an informal hearing before the Disciplinary Board.

Disciplinary Board

The Disciplinary Board exists to help the school community address serious violations of school expectations in a way that is fair, thoughtful, and aligned with SLUH's Jesuit values. The Disciplinary Board is made up of faculty and staff who will listen carefully, and consider all perspectives. After listening to the student and considering all available information, the Disciplinary Board will offer a recommendation to the Principal regarding a student's continued enrollment at SLUH.

Situations that may be referred to the Disciplinary Board include, but are not limited to:

- Academic dishonesty
- Substance use
- Harassment, Bullying, Hazing

- Repeated violations of school policies

Possible disciplinary recommendations that the Disciplinary Board may render, include suspension, probation, expulsion, other disciplinary action, or other evaluative or supportive measures.

If immediate expulsion is warranted, as determined in the sole discretion of the school, no Discipline Board hearing is held.

Appeal Process

If a student and his parent(s)/guardian(s) believe an expulsion decision was made in error, they may submit an appeal in writing within 48 hours of notification of the decision.

Appeals can be made to the Principal if new, material information arises.

If there is concern about discretion or compliance with school policy, an appeal can be made to the President.

Student Arrests and Legal Issues

Students are expected to act with honesty, respect, and responsibly at all times. If a student is arrested, charged, or cited with a criminal offense (excluding minor traffic violations, but including juvenile court complaints that involve criminal conduct) or if a student is the subject of a civil order of protection, he must notify his school counselor within 48 hours. Failure to report may result in disciplinary consequences, including a parental conference and a disciplinary plan, suspension, or expulsion.

The Assistant Principal for Wellness and Discipline will meet with the student and parent(s)/guardian(s) to understand the incident and offer appropriate support. A student may be asked to take part in counseling, service work, or other support programs. A student may incur disciplinary action, up to and including dismissal, if his actions affect the school environment or safety, are contrary to school philosophy, or jeopardize the good name or reputation of the school.

Bullying, Harassment, Hazing Policy

SLUH believes in the dignity and worth of every individual, created in God's image. Harassment of any kind—verbal, physical, visual, or online, including sexual harassment—is strictly prohibited and will be addressed promptly and seriously.

All students and employees of SLUH are forbidden from engaging in any behavior of this nature which is directed at anyone in or outside of the SLUH community. The school treats allegations of harassment seriously and will review and investigate such allegations in a prompt, confidential, and thorough manner. The school will not retaliate against a student or employee who makes a good faith complaint of harassment or who participates in the investigation of a complaint.

Substantiated acts of harassment will result in disciplinary action, up to and including expulsion. Students found to have filed false and frivolous complaints of harassment will also be subject to disciplinary action, up to and including expulsion.

Definitions:

Harassment

Harassment occurs when an individual is subjected to treatment or to a school environment which is hostile or intimidating because of the individual's race, color, national origin, disability, age, religion, socioeconomic status, sex/gender, or sexual orientation. Harassment can occur any time during school, during school-related activities, or outside of school.

Bullying

Bullying is repeated or severe behavior—verbal, physical, relational, or digital—that is intended to harm, intimidate, or coerce another individual, and that creates a hostile or unsafe environment. Bullying may include an imbalance of power and can occur in person or through electronic means.

Hazing

Hazing is any activity expected of a student as a condition of joining or participating in a group, team, or organization that humiliates, degrades, abuses, or endangers a person, regardless of the individual's willingness to participate.

Prohibited conduct includes, but is not limited to:

- Verbal Harassment/Bullying – Derogatory, inappropriate or threatening comments and jokes.
- Physical Harassment/Bullying – Unwanted touching, contact, assault, impeding or blocking, or physical intimidation.
- Visual Harassment – Derogatory, demeaning, inflammatory, or offensive posters, gestures, writings, images, clothing, or drawings.
- Sexual Harassment – Unwelcome sexual advances, requests or physical/verbal conduct of a sexual nature.
- Online/Social Media Harassment or Bullying – Use of technology or social platforms to harass, threaten, embarrass, or target another person or student. Online threats and mean, aggressive, or rude texts, tweets, posts, or messages all count. This includes posting personal information, pictures, or videos designed to hurt or embarrass someone else.
- Hazing Activities – Any initiation or group-related activity that causes or is likely to cause physical injury, mental distress, embarrassment, or personal degradation.

Technology Code of Conduct

SLUH integrates technology to enhance learning while forming students into responsible, ethical users. Technology use should reflect Jesuit values and support academic and moral development.

Resources:

- **Loan of Technology Equipment:** Technology equipment (such as cameras, tripods, microphones, etc.) are available for student use in school, and can be checked out by students for off campus/home use. As with other materials available for checkout, the student is financially responsible for any damage to the equipment. Students will obtain permission before filming or otherwise recording in any non-public location and obtain an appearance release from subjects whenever appropriate.
- **Email:** All students are provided with SLUH-issued e-mail addresses. The e-mail system is an important tool for communication between the constituents of SLUH. Students can easily communicate with teachers and important school notices will be sent through the e-mail system. Therefore, students must check their SLUH e-mail account at least once a day. SLUH-issued email accounts remain the property of the school.
- **Canvas:** All students are provided with a Canvas account. The learning management system is an important tool for communication between the constituents of SLUH. Students can easily communicate with teachers and access important class materials. Therefore, students must check their Canvas account daily. Canvas accounts remain the property of SLUH.

Technology violations include, but are not limited to:

- Bypassing SLUH network security (e.g., VPNs)
- Recording or sharing photos/videos without consent
- Accessing private or school-owned devices without permission
- Intentionally damaging hardware/software
- Harassing others using digital technology
- Posting content that harms SLUH's reputation
- Using copyrighted content without permission or otherwise using or accessing illegal content
- Accessing inappropriate or offensive material
- Using private audio/visual devices
- Gaming or using unauthorized apps during school hours
- Using a cellular device during the academic school day
- No SLUH student may post on the internet anything using SLUH's name without written permission from the SLUH Administration. This includes invitations to SLUH

- events on or off campus, information about students or faculty, pictures or the organizing of any SLUH activity, unauthorized websites or social media accounts.
- Running parody accounts like “Barstool” or other meme-style accounts that mock, harass, or inappropriately depict students, faculty, staff, or SLUH events—even if managed anonymously.
- Sharing images or videos without consent.
- Posting content meant to embarrass or degrade.

Any student found to be contributing to or operating such accounts that include any such violation, or otherwise engaging in such violations, may be subject to disciplinary action, up to and including suspension and expulsion.

Student use of technology on campus should primarily be for educational purposes. Students must bring their SLUH-issued iPads to campus for this primary purpose.

- Students may only use their iPads in classrooms during class time with the PERMISSION of their teachers. Student iPads can only be used to play music with headphones during the activity periods, breaks and unscheduled periods. The device and the headphones can never be used in the hallways. **In addition, no headphones may be worn while walking around the building at any time, including before, during, and after school hours.**
- Aside from all-school events such as assemblies and athletic contests, students should never take pictures, record video or audio on the property of SLUH without prior permission from a teacher or an administrator.
- Cell phone and iPad apps, such as Snapchat, Tiktok, iMessage, Facebook, Twitter, and Instagram are NOT to be used during the school day without authorization. With the constant evolution of applications like these, this list is exemplary, not exhaustive, and can be amended as necessary.

Failure to comply with these guidelines could result in revocation of technology privileges and/or disciplinary action, up to and including expulsion from SLUH.

Cell Phone Policy

Students are not permitted to use or display cell phones anywhere in the school building during the school day. This includes bathrooms and locker rooms. Phones must remain out of sight and unused.

Violations will result in the following consequences:

- 1st Offense – 3 hours of jug; phone confiscated for 8 weeks
- 2nd Offense – Saturday jug (5 hours); phone confiscated for 16 weeks; \$25 fine; parent/guardian contacted
- 3rd Offense – A third violation will suggest a willful violation of school policies and/or a serious concern regarding that student’s relationship with technology. Further disciplinary action determined by the Assistant Principal for Wellness and Discipline

If a student does not turn his phone in when required, another week of confiscation will be added. For any second offense of not turning in his phone as required, one additional week is added on to the phone confiscation and an additional jug will be served. A third offense of not turning in his phone when required will be cause for a parental meeting with the Assistant Principal of Wellness and Discipline and a disciplinary plan of action to be put in place.

A student who is caught using another phone, whether it is his or someone else's, during the time of confiscation, may be grounds for suspension or further disciplinary action, at the sole discretion of the school.

Wearable Technology & Smart Devices

Smart Glasses, Smart Watches, Wearable Cameras, Recording Devices, etc...

The use or possession of wearable technology capable of recording, transmitting, or storing audio, video, images, or data—including but not limited to Meta smart glasses, smart watches, camera-enabled eyewear, smart rings, wearable cameras, or similar emerging technologies—is subject to restriction on SLUH property and at school-sponsored events.

Such devices raise significant concerns related to privacy, academic integrity, student safety, and community trust.

Prohibited Uses

Students may not:

- Wear or use smart glasses or wearable devices that record or transmit audio, video, or images during the school day
- Use such devices in classrooms, restrooms, locker rooms, counseling offices, nurses office, the chapel, or other private or sensitive spaces
- Use wearable technology to record or photograph students, faculty, staff, or visitors without explicit permission
- Use wearable technology to assist with academic dishonesty, including recording assessments or instructional content without authorization
- Use such devices to access communication, social media, A.I. tools, or the internet in violation of school technology policies

Possession

The school reserves the right to:

- Require wearable recording devices to be **powered off and stored** during the school day
- Confiscate prohibited devices when policy violations occur

- Restrict or prohibit wearable technology entirely if it interferes with the educational mission or student well-being

Disciplinary Response

Violations of this policy may result in disciplinary action, including but not limited to:

- Confiscation of the device
- Three Jugs (1st offense)
- Saturday JUG or In-School Suspension for a second or subsequent offense
- Disciplinary Probation

Repeated or serious violations—especially those involving recording without consent—may result in escalated disciplinary action.

Wearable Technology and Academic Honesty

The use of wearable technology to capture, transmit, or store academic materials, assessments, or instructional content without permission constitutes a violation of the school's **Academic Integrity Policy** and will be addressed accordingly.

Acceptable Use Policy (AUP)

ONLINE LEARNING MANAGEMENT SYSTEMS AND COPPA INFORMATION

We are committed to high quality teaching and learning, and we realize that part of 21st century learning is adapting to the changing methods of communication and providing rich and varied contents and experiences for our students. SLUH uses several computer software applications and web-based/cloud-based education technology services operated by third parties. These applications include, but may not be limited to, Google Workplace for Education, Raiser's Edge, Finalsight, PowerSchool, Canvas, Zoom or other video conferencing platforms, Snap!, Tinkercad, Canva, EdPuzzle, CopyLeaks, Flipgrid, Follet Destiny, VisitU, Maia Learning, School Messenger, and other similar educational programs.

By enrolling and/or re-enrolling students at SLUH, parents/guardians and/or students thereby agree to this Acceptable Use Policy (AUP) (including any modifications that may be made to the AUP during the student's enrollment) and the use of the School's technology by the student in accordance with this AUP and acknowledge that the School will use its sole discretion when choosing online resources and third-party applications that will be used by students.

Specifically, parents/guardians acknowledge that they have read and agreed to the following privacy notices of third party vendors:

- "Google Workspace for Education Privacy Notice" detailing the use and purpose of information collected by Google as well as user privacy and parental review and deletion. The full disclosure can be found [here](#).

- Zoom’s “Children’s Educational Privacy Statement” regarding information Zoom collects and how it uses it. The full disclosure can be found [here](#).
- Canvas/Instructure’s “Product Privacy Notice,” which can be found [here](#).

In order for our students to use these programs and services, certain personal identifying information—generally the student’s name and school email address—must be provided to the website operator. Please note that any personal information provided by SLUH is for educational purposes only and is used by SLUH solely to communicate with the service provider. Students will receive a school email address to participate in certain of these computer software applications and web-based/cloud-based services. Under federal law entitled the Children’s Online Privacy Protection Act (COPPA), certain website providers must provide parental notification and obtain parental consent before collecting personal information from children under the age of 13. For more information on COPPA, please click [here](#).

To the extent that applicable law or the licensing terms, privacy policies, or other terms of use for the School’s technology resources require parental consent for use by the student, this AUP will be used as a universal consent form whereby parents/guardians grant the School permission to provide the necessary personal information to various electronic service providers to enable the use of the School technology, including without limitation, to complete the registration process or assist a student in registering for these technologies. COPPA permits schools such as ours to consent to the collection of personal information on behalf of its students, thereby eliminating the need for individual parental consent to be given directly to the website operator. To be clear, keeping your son enrolled at SLUH will reflect and constitute your consent for SLUH to provide personally identifying information for your child consisting of first name, last name, an email address, username, and school-related information, such as school name, class, and teacher name. Enrollment will also reflect and constitute your consent for your child to participate in video conferencing, podcasts, and live chats, which means that their voice will be heard and their image displayed to others and both may be recorded.

While reasonable precautions will be taken to oversee student use of our technology, SLUH cannot prevent all inappropriate uses, including access to objectionable material and communication with persons outside the school community. SLUH is not responsible for student internet activity or technology use or for the accuracy or quality of information that students obtain through the its technology resources, and SLUH does not and cannot monitor all student technology use and internet activity, particularly when such use or activity is unrelated to the student’s academic work or is taking place off campus and/or outside of school hours. While SLUH may deploy software to assist in the monitoring and compliant use of its technology resources, we do not monitor and cannot monitor all online activity or technology use and, thus, SLUH is not responsible to ensure in any way appropriate use of technology or otherwise to monitor or intervene in students’ online activity or technology use.

The student and/or the student’s parent/guardian shall be responsible for compensating

SLUH for any losses, costs (including attorneys' fees) or damages incurred by SLUH related to violations of this AUP, including investigation of violations. SLUH assumes no responsibility for any unauthorized charges made by students including, but not limited to, credit card charges, equipment, and line costs, or for any illegal use of its technology, such as copyright violations.

Dress Code

SLUH students are expected to dress appropriately to promote respect, focus, and responsibility. Student ID cards and lanyards are considered part of the daily uniform and must be worn around the neck.

Regular Dress Code

- **Student ID Cards and Lanyards:** A student ID card and lanyard is issued to each student at the beginning of the school year and is part of the SLUH dress code. The student ID card serves as identification, security and as a mechanism for payment with SLUH's food purchase system. During the academic school day students are required to wear their student ID card around their neck. Replacement cost of a student ID is \$5. A temporary ID will be issued without penalty as long as a student immediately reports to the Office for Wellness and Discipline on his own initiative (one free ID sticker per quarter, \$5.00 for each subsequent sticker). Students who repeatedly seek this option will be required to purchase a new student ID.
- **Shoes & Socks:** Closed-toe shoes are required. No Crocs, sandals, flip-flops, slippers (with plush lining) or shoes with roller skate wheels. Tennis shoes are permitted.
- **Pants:** Traditional trousers with belt loops. No jeans of any color, flared or frayed pants. Belts required unless wearing suspenders.
- **Shirts:** Collared shirts, turtlenecks, or mock turtlenecks tucked in and buttoned.
- **Outerwear:** Fleece pullovers, sweaters (including cardigan sweaters), and sweatshirts are permitted but must be worn with a collared shirt or turtleneck. On regular dress school days, hooded sweatshirts (even SLUH) are NOT allowed and the hoods cannot be tucked in. After school hours, students are not allowed to be shirtless in the building or outside on school property, except when they are actively engaged in athletics or some other physical activity on playing fields or in the gym. Students are not to wear jackets or coats in the classroom or in the building during school hours. T-shirts are not to be worn over collared shirts.
- **Hats:** No hats or headgear allowed in the building. This includes bandanas, skull caps, or beanies.
- **Hair & Appearance:** Hair must be neat and groomed. No extreme hairstyles (mohawks, carving, mullets, perms) or face-obscuring styles. Hair color must be the student's solid natural color. Sideburns must not extend below the earlobe. Seniors may maintain facial hair if neatly trimmed. No visible tattoos or makeup. Piercings limited to earlobes only.
- **Headphones:** Students are not permitted to WEAR headphones (Airpods, Beats, etc.) while walking around outdoors on campus. Noise should never be audible from the headphones. Students are not allowed to walk around the building with headphones on or around their neck. The no headphones rule is for all times of day and evening.

Special Dress Days

Spirit Days: SLUH-branded hoodies may be worn only on the last school day of the week (not on formal attire days).

Formal Attire Days: All-school liturgies and certain special assembly days. Dress for these days is as follows:

- **DRESS PANTS;**
- **DRESS SHIRT** that is buttoned all the way up and is suitable to be worn with a tie that is pulled all the way up; suit or sport coat, or sweater or sweater vest (no athletic jackets);
- **DRESS SHOES**-NO sandals, tennis shoes, clogs, etc.;
- **DRESS SOCKS**, not athletic socks, should be worn. If a student is not in formal attire, an attempt will be made to notify parent(s)/guardian(s).

Students may be sent home or parent(s)/guardian(s) may be required to bring clothes; and demerits or jug(s) will result.

Warm Weather: Permitted from August–September and April–May (Dates and duration are at the discretion of the Assistant Principal for Welfare and Discipline). Students may wear appropriate shorts (not denim, athletic, cargo, or cut-offs). Shirts still must be collared and tucked in. No T-shirts, flip flops, Crocs, or sandals. Socks are not required.

Dress Down Days: Clothing must be respectful and appropriate. No pajamas, offensive or distasteful items, or hats or other head coverings. If a student is not sure if the clothing is appropriate, they should not wear it.

Lockers & Book Bags

A student's lockers (both P.E. and Academic) are school property loaned to the student. They are to be properly taken care of and may be opened for inspection upon the request of any Administrator. A student is to use the lockers assigned him by the Assistant Principal for Wellness and Discipline and his Physical Education instructor.

Academic lockers are not to be switched without authorization from the Assistant Principal for Wellness and Discipline. P.E. lockers are not to be switched without authorization from the Chair of the P.E. Department. **Lockers must be kept locked at all times using only locks purchased at SLUH.** Locks that are not school-issued may be cut off.

Book bags should be kept in your locker until the end of the school day even if unscheduled; book bags are not permitted in the classroom or library at any time, including exam week.

Other Guidelines and Regulations

Behavior in the Hallways

Students should not loiter in academic hallways during unscheduled periods. Retrieve necessary materials and move quietly to designated areas.

Leaving School Grounds and Off-Limits Areas

Students may not leave campus during the school day without permission from the Assistant Principal for Wellness and Discipline. Only authorized areas such as the main building, upper field, and Fieldhouse are permitted. Parking lots and restricted areas are off-limits without prior approval.

Our Neighborhood

To ensure the safety and well-being of all students, SLUH requires that students **do not enter surrounding neighborhoods alone while participating in school-related activities.**

Students may go into the surrounding neighborhoods during school-related activities only when:

- **Accompanied by an adult, or**
- **In a group of two or more students with the permission of the Assistant Principal for Wellness and Discipline**

This includes nearby parks, commercial areas, and residential streets adjacent to campus.

These expectations reflect SLUH's commitment to student safety, accountability, and good citizenship within our broader community. Students are expected to act responsibly and with awareness when off campus.

Students are not allowed to use the alley doors (east side of campus), the Oakland doors (north side of campus), or the gate between the Jesuit residence and the Danis Fieldhouse (except when with a faculty member).

Any student who disregards this policy may be subject to disciplinary consequences.

SLUH Students are expected to be respectful of our neighbors and their property, which includes local businesses. Students are not to park or loiter in the neighborhood. The school is working diligently to maintain a good relationship with our partners in the Neighborhood Association.

Building Access

The school building is open from 7:00 a.m. to 6:00 p.m. If a student needs access to the building outside of these hours, they should contact a faculty or staff member for assistance.

Students are to enter the school building only at the Main Entrance located at the top of the circle drive near the St. Ignatius statue.

Students should not pull on locked doors or attempt to gain entry into the school building through any other door on campus. Noncompliance will result in disciplinary action.

Students are not allowed to exit or enter the school building through the alley on the East side of the school, the Backer Memorial doors on the North side of the school on Oakland Avenue. Students are not allowed to use the gate near the Jesuit Residence behind the Fieldhouse.

Students are strictly prohibited from propping open locked or secured doors for any reason. Additionally, students may not permit or assist any individual entering the campus by opening locked doors or allowing access outside of designated entry points, including responding to individuals knocking on locked doors.

Violations of this policy will result in disciplinary consequences and may include a demerit, jug, suspension, or other disciplinary action as determined by the administration.

Lost and Found

Lost items should be taken to the Office for Wellness and Discipline. Students should label personal belongings and report suspected theft immediately.

Parking, Drop-Off and Pick-Up

All students who drive and park their cars on SLUH property must properly register any vehicles they drive to school through the office of the Assistant Principal for Wellness and Discipline. Students fill out a Google Form. After completion of the form, students must respond to the Office for Wellness and Discipline and pay \$25 for their parking pass and parking permit sticker. If a student is a parker for more than one year, each subsequent year the cost to re-register the car is \$20 per year. The SLUH-issued parking permit stickers are to be placed in the vow. If more than one car is driven to school, all must have stickers. The student lot is southwest of the school building adjacent to the Science Center. East of the concrete parking barriers is **Senior Parking Only**.

Any student who parks on campus without properly registering his vehicle or without displaying a valid parking permit is in violation of school policy.

Consequences may include:

- A Saturday jug for the first offense,
- A fine and/or additional Saturday jugs for repeated offenses,
- Loss or suspension of parking privileges,
- Towing of the vehicle at the owner's expense for continued or egregious violations.

Parking on campus is a privilege, not a right. Failure to comply with registration requirements may result in progressive disciplinary action.

Students are not to park in the neighborhood, in front of any neighbors' homes. Students are not allowed to park in the alley, in the Oakland lot or on Oakland Avenue. Students violating the parking rule are subject to fines and jugs. The school reserves the right to examine any student vehicle parked on school grounds or on neighborhood streets. The school shall exercise due care in operating the parking areas but assumes no responsibility for the loss, theft, or damage to moving, parked, towed or stored vehicles.

Students should be dropped off and picked up in the circle turnaround. Drivers should be mindful of the students entering school. Drivers should not leave their cars unattended in the driveway/turnaround area. No students should be dropped off or picked up at the Oakland lot, Oakland Avenue or the surrounding vicinity for safety reasons. Students parking in the shared Student/Science Center parking lot should walk around the turnaround and avoid the crosswalk for safety reasons.

Lunch Periods

Students may eat in the Commons or on the upper field (grass field near the Schulte Theater underhang).

Students are not permitted to be in cars during lunch periods. **There should be no eating or drinking in school hallways, classrooms, library, theater, gym, locker rooms or weight room at any time during the day. This includes chewing gum.**

Students must clean up trash in the Commons and hallways and return their chairs under the tables or stack chairs depending on which scheduled lunch period they have. Students should sort their trash into the appropriate receptacle: landfill, recycling, or compost. Students will remain quiet in the hallways after lunch while returning to their lockers, as there are classes going on. Failure to abide by these rules may result in demerits and/or jugs.

Care of School Property

Students are responsible for keeping SLUH clean and functional. Damaged property must be repaired or replaced by the responsible student(s).

Expected Behavior Off-Campus

Students are representatives of SLUH at all times. Accordingly, the school reserve the right to review and take disciplinary action when a student engages in any conduct that impedes upon the Church or school's values and morals, or that hinders the advancement of the common good.

Religious Activities & Assemblies

While no one has power over another person's interior attitude and spirit, an atmosphere of reverence and respect is expected of all SLUH students at all religious activities. This includes respect for the religious service and assemblies, for those leading it, for one's fellow students, and for the location. This applies whether the place of worship is the chapel, the gym, or the stadium.

- Talking during prayer service, liturgy or an assembly is inappropriate and disrespectful.
- Posture should support a prayerful attitude. Slumping in or over seating and the resting of the feet of the chair in front are inappropriate.
- Books, papers, lunches, etc., are not allowed whether in the chapel, gym or in the theater.
- The chapel may not be used as a shortcut to get from one corridor to another.

Students who disrupt religious services or assemblies typically receive 1 jug for the first offense and a Saturday jug for the second offense, but the school reserves the right to issue appropriate discipline based on the circumstances.

Visitors

To provide for the safety and security of the school, visitors, and the facilities of SLUH, only authorized visitors are allowed on school premises. Restricting unauthorized visitors helps

ensure security, protects confidential information, safeguards employee and student welfare, and avoids potential distractions and disturbances.

All visitors must sign-in and receive a name badge at the reception desk or the security booth in the Faculty Parking Lot. Visitors should wear a name badge at all times while on campus.

Students are not permitted to have visitors on campus during the school day. Exceptions may be granted by the AP for Wellness and Discipline.

Leaving Belongings Around

Students should not leave personal items unattended. Items left in hallways, pews, or other common areas will be taken to the Office for Wellness and Discipline, and demerits or jugs may be issued.

Seniors Early Out

Seniors with a signed parent/guardian permission form on file in the Office for Wellness and Discipline, are allowed to leave school when their classes are finished for the day. If a senior is tardy that day, he will not be allowed to leave early.

Substance Abuse Policy

SLUH recognizes the use of mind-altering chemicals as a significant health problem for many adolescents, resulting in negative effects on behavior, learning, and the total development of each individual. An adolescent's use of tobacco and of mind-altering chemicals such as alcohol, marijuana, steroids, "study drugs" and other non-prescription drugs affects his co-curricular participation and development of related skills. Other adolescents are affected by the use and abuse of mood-altering drugs by family, team members or other significant persons in their lives.

Possession or use of any illegal or mind-altering drugs or drug paraphernalia, including marijuana, a vape or nicotine pouch, or being under the influence of alcohol or any other illegal or mind-altering drug, at, or before, a SLUH or non-SLUH-sponsored event is in violation of school policy. Violation of school policy will require a mandatory assessment by a professional counselor, as well as disciplinary action taken by the school, which will include suspension, disciplinary probation, and possible expulsion from SLUH.

The required substance-related assessment must take place within five days of the violation. The parent(s)/guardian(s) and/or student must sign the "Release of Information Form" so that the Assistant Principal for Wellness and Discipline and the student's counselor receive a report of the assessment interview. A meeting with the student's parent(s)/guardian(s) will be held to discuss the recommendations of the counselor from the assessment interview. Follow-up conferences with a student's counselor may be required.

Students may be subject to a breathalyzer/drug test if suspected of having consumed alcohol/drugs at/before school events. Refusing to take the test will be considered an admission of a violation of this Policy.

Sale (and possible purchase) of alcohol, vape, nicotine, tobacco products, any other illegal drug or mind-altering substance, at school or at any event sponsored by SLUH will be grounds for expulsion from school.

A student participating in a co-curricular activity (sports, clubs, drama, Prep News, STUCO, etc.) may be subject to additional policies, suspension and/or dismissal from that particular co-curricular at the discretion of the Assistant Principal for Activities and Formation.

Student Drug and Alcohol Testing Policy

At SLUH, we are committed to the formation of the whole person — mind, body, and spirit. In keeping with our Jesuit mission and values, SLUH promotes a healthy, safe, and substance-free environment where students can grow academically, socially, and morally. The purpose of the SLUH drug and alcohol testing policy is not punitive, but preventive and supportive.

Drug and alcohol testing at SLUH is performed only under defined circumstances. It is intended to:

- Support students struggling with substance use
- Protect the well-being of our community
- Provide families and students with clarity and accountability
- Align with SLUH's responsibility to maintain a safe and substance-free school environment

Drug and alcohol testing may be mandated under the following circumstances:

1. Reasonable Suspicion: A student may be required to undergo drug or alcohol testing if SLUH administrators determine there is *reasonable suspicion* that a student may be under the influence, which may include:

- Observable behavior indicating possible impairment (e.g., disorientation, erratic behavior)
- Detection of odor, possession of paraphernalia, or other physical evidence
- A credible report from a reliable source
- A documented pattern of concern or behavioral change (missing excessive school days, sudden and drastic drop in grades, etc.)

2. As Part of a Restorative or Reentry Plan: Testing may be required as a condition of a student's continued enrollment or reentry following:

- A prior violation of the substance use policy
- Self-disclosure of use or participation in a substance use counseling/intervention plan
- A recommendation by a counselor or school administrator as part of a supportive agreement

3. After an On- or Off-Campus Drug or Alcohol-Related Arrest: If a student is arrested or cited for an off-campus incident involving drugs or alcohol, SLUH may:

- Require testing prior to reentry or as part of an ongoing monitoring plan
- Require a meeting with the student, parent(s)/guardian(s), and the school counselor to develop an individualized plan of support

4. Parent or Student-Initiated Support: At the request of a student or his parent/guardian, SLUH counselors may assist in arranging a confidential drug test or recommend outside providers for voluntary testing.

Testing Procedures

- All drug testing will be conducted by a certified third-party professional or lab
- Testing will not be administered by SLUH faculty or staff, or family members of the student
- A positive test does not automatically result in disciplinary action; instead, it initiates a conversation and a potential plan for formation, counseling, and accountability
- In cases where students test positive, that student's family is responsible for costs incurred for testing. In cases where students do not test positive, SLUH is responsible for those costs unless tests are part of a re-entry, restorative or parent/guardian/student-initiated plan.

Positive Test Results

If a student tests positive:

- The student and parent(s)/guardian(s) will be notified and asked to meet with school administrators and a counselor.
- A support plan will be created, which may include counseling, follow-up testing, and other interventions.
- Disciplinary consequences may result, including suspension or probation. Repeated offenses or serious violations may lead to expulsion.

Self-Reporting and Support

Students who voluntarily come forward to seek help for substance use — before any school investigation or testing has been initiated — will be met with care, confidentiality, and support.

- These students will not face disciplinary consequences for their disclosure.
- Instead, the school will work with the student and family to develop a supportive plan, which may include counseling, education, or outside resources.
- The goal is to provide help, not punishment, and to walk with the student through their growth and healing.

However, a student coming forward for assistance for a possible problem with alcohol or drug use (before a reported incident) whether on his own or with the assistance of a responsible adult or one of his concerned peers will be required to have an assessment by a professional counselor.

Confidentiality

All drug and alcohol testing results are confidential and shared only with those directly involved in the student's care and discipline. Results are not part of the student's permanent academic record.

The Athletic Department requires student athletes to adhere to additional policies concerning involvement with alcohol, drugs, and tobacco.

Policy on Tobacco/Alcohol/Chemical Abuse for Student Athletes

The SLUH Athletic Department believes that participation in athletics is a privilege that each student may choose. When a student chooses to become part of the athletic program, he also must accept the responsibilities of representing SLUH. One of these responsibilities is to refrain from the use, illegal possession and/or sale of mood-altering chemicals, nicotine, and tobacco.

By implementing this policy our hope is that we will be able to:

- Recognize and elevate the physical, emotional, social, and spiritual potential of students in a positive manner and encourage the growth of these students in an atmosphere of responsible citizenship.
- Emphasize the school's concern for maintaining and improving the health and safety of all students who participate in athletics.
- Promote the student's awareness of the long-term physical, emotional, social and spiritual effects of tobacco and mood-altering chemical use on his health.
- Promote a just system of enforcement for all student-athletes.
- Promote in each participant a sense of order and self-discipline.
- Confirm and support existing state laws that restrict the use of chemicals.
- Assist students who desire to resist peer pressure which directs them toward the use of tobacco and mood-altering chemicals.
- Provide prevention guidelines for chemical abuse in the athletic program for students of SLUH.

A student-athlete coming forward for assistance for a possible problem with drug, tobacco, nicotine, or alcohol use (before a reported incident) whether on his own or with the assistance of a responsible adult or one of his concerned peers will not be in violation of this policy.

A student-athlete may not be involved in the use, possession, or sale of illegal or mood-altering chemicals, or the use or possession of alcohol, or the use of any tobacco or nicotine product, while he is a SLUH student-athlete, in season or out of season, whether on or off campus.

Reporting of a Possible Violation

All reports of possible violations of this policy by a SLUH student-athlete are to be directed to the Athletic Director. The person reporting the violation must identify herself/himself to the Athletic Director. The Athletic Director consults with the Assistant Principal for Wellness and Discipline and if deemed necessary, meets with the athlete's coach and if deemed necessary, interviews the student-athlete. If the Athletic Director determines that a violation has occurred, he gives written notification of the violation and the consequences to the coach, the student-athlete and his parent/guardian.

Penalties for Student Athletes

First Violation: As a result of a first violation, the student-athlete shall be suspended from interscholastic competition as a member of the SLUH athletic program for a certain number of events in which he is a participant, which is consistent with MSHSAA (Missouri State High School Athletic Association) guidelines.

If a violation occurs in-season, the process of implementing this suspension is as follows:

- a. The student-athlete will continue to practice during the time of his athletic suspension, except when prohibited by suspension from school.
- b. The suspension begins from the date it has been determined that the student-athlete was in violation of said policy. Written notification by the athletic director to the coach, student-athlete and his parent/guardian will state the beginning and ending date of the suspension.
- c. A meeting with the athlete, parent/guardian, Assistant Principal for Wellness and Discipline and Athletic Director will take place to discuss the student-athlete's behavior, and to explain the penalty for a second offense.
- d. The student-athlete meets with his coach.

If a violation occurs out of season, the suspension from interscholastic competition will be applied in the next full sports season in which the athlete participates.

Second Violation: As a result of a second violation, the student-athlete shall be suspended from interscholastic competition as a member of the SLUH athletic program for a certain number of events in the sport in which he is a participant, which is consistent with MSHSAA guidelines. The suspension will be implemented as described above.

If a violation occurs out of season, the suspension from interscholastic competition will be applied in the next full sports season in which the student athlete participates.

If the second violation occurs within 365 days of the first violation, the penalty will be immediate dismissal from any team and suspension from all athletic programs for 365 days from the date of notification.

Third Violation: As the result of a third violation, the student-athlete will not be allowed to participate in the athletic program for the remainder of his enrollment at SLUH.

Sport	Suspension 1st /2nd Violation
BASEBALL	2 games/4 games
BASKETBALL	2 games/4 games
BOWLING	2 games/4 games
CROSS-COUNTRY	1 meet/2 meets
E-SPORTS	1 game/2 games
FOOTBALL	1 game/2 games
GOLF	1 match/2 matches
ICE/INLINE HOCKEY	2 games/4 games
LACROSSE	2 games/4 games
RACQUETBALL	2 games/4 games
RIFLE	1 match/2 matches
RUGBY	1 match/2 matches

SOCCER	2 games/4 games
SWIM/DIVE	1 meet/2 meets
TENNIS	2 matches/4 matches
TRACK & FIELD	1 meet/2 meets
ULTIMATE FRISBEE	1 game/2 games
VOLLEYBALL	2 matches/4 matches
WATER POLO	2 games/4 games
WRESTLING	2 matches/4 matches

Nothing in this policy precludes any discipline administered from or by the Assistant Principal of Wellness and Discipline.

False Identification & Misrepresentation

Possession, Use, or Distribution of False Identification

The possession, use, creation, or distribution of fake, altered, or fraudulent identification (including but not limited to driver's licenses, state IDs, or digital representations thereof) is strictly prohibited on school property, at school-sponsored events, or in connection with school activities, whether on or off campus.

This policy includes, but is not limited to:

- Being found in possession of a fake or altered ID
- Using a fake ID to misrepresent one's age or identity
- Using a fake ID to procure or attempt to procure alcohol, nicotine products, or other age-restricted substances
- Allowing another person to use one's identification or a falsified identification

Possession of false identification is considered a serious violation of school policy due to its connection to illegal activity, deception, and potential harm to student wellness. Violations may result in disciplinary action up to and including Suspension, disciplinary probation, substance-use education requirements, and additional consequences as determined by the school. The school reserves the right to involve outside agencies when required by law.

Attendance Policies

Academic success is closely connected with regular attendance. Students are expected to report on time each day and to remain in school for the entire day. An absence from class can never be made up; a student always misses something by his absence.

Parents/guardians should not allow students to stay home unless they are ill. **It is the responsibility of the student to request and do the make-up work.**

Absence Procedures

For every day a student is absent, a parent or guardian should notify the school receptionist (314-531-0330) or email attendance@sluh.org by 8:30 a.m. If no call or email has been received by 9:00 a.m., the school will call or email parent(s)/guardian(s) at home/work to verify the student's absence. If a student is absent for three or more consecutive days due to illness, the student should present, before classes begin, an explanatory note from a health care professional to the Office for Wellness and Discipline.

Failure to turn in a signed note from a health care professional by the due date will result in disciplinary action.

Forging a parent's, guardian's, or relative's signature on a note or other communication, altering a note or communication in any way, making or having someone else make a phone call to the school in which the caller falsely claims to be a parent, guardian, or other relative is an egregious violation of school policy and dishonest. Moreover, notes written by parent(s) or guardian(s) giving false reasons for absences or requests to be off campus are dishonest. Students may be subject to discipline, up to and including expulsion, for any of these offenses.

Tardiness

First period begins at 8:25 a.m. (9:30 a.m. on a late start). STUDENTS NOT IN THEIR ASSIGNED CLASSROOM BY THIS TIME ARE TARDY. If parents/guardians foresee their son's being tardy, they should notify the Office for Wellness and Discipline. Upon arrival, he is to check in at the "Tardy Check-in Table", or the Office for Wellness and Discipline. A student who is late is never to go to their classroom without first checking in with the Office for Wellness and Discipline.

If a student arrives at school after 8:40 a.m. (9:45 a.m. on late starts), he must have a written note, email, or phone call from a parent or guardian. If he does not, we will attempt to notify a parent/guardian by phone or email.

If a student is tardy to school six or more times in a quarter, it is considered excessive tardiness. When excessive tardiness occurs, parent(s)/guardian(s) will be sent a letter from the Assistant Principal for Wellness and Discipline notifying them of their son's tardiness and of the consequences to be imposed.

- A demerit is given on the 4th, 5th, and 6th tardy arrivals
- A Jug is given for the seventh and all subsequent tardy arrivals.
- Tardy jugs are served at 7:30 a.m. on regular and 8:30 on late start days.

If a student has fewer than seven tardies in a quarter, tardies will reset for the next quarter. If a student has seven or more tardies in a quarter, that student will remain on the automatic tardy jug list.

If a student is unscheduled during the first period of the day, he still needs to be at school by 8:25 a.m. on regular school days and 9:30 a.m. on late start days.

Skippping Class or School

SLUH expects all students to attend every scheduled class, assembly, and required school function. Absences from class or school must be properly documented and approved according to school attendance procedures.

Skippping Class

A student is considered to be *skippping class* when he is present on campus but fails to attend a scheduled class, school Mass, assembly, or other required school activity **without permission** or **without a valid excuse**.

Examples include:

- Staying in the Commons or a bathroom during class without authorization
- Going to another classroom, office, or space without teacher or administrative approval

A student who skips class is given two 1-hour jugs, to be served on Saturday regardless of co-curricular activities. A second violation of the prohibition on skipping class is grounds for suspension and a parental meeting to develop a disciplinary action plan.

Skippping School

A student is considered to be *skippping school* when they are **not on campus for part or all of the school day** without parent/guardian notification or administrative approval.

Examples include:

- Leaving campus without checking out through the Office of Wellness and Discipline
- Not coming to school and not providing a valid excuse (e.g. no parent/guardian call or note)
- Being dropped off but never entering the school building

A student who skips school is given two 5-hour Saturday jugs and a parental meeting to develop a disciplinary action plan is required. A second violation of the prohibition on skipping school is grounds for suspension.

Parents/guardians should not allow students to stay home unless they are ill. There is no such thing as a “senior skip day” at SLUH.

Students must show up to all scheduled classes for attendance, even if they do not think the teacher is present.

Advanced Absences

If parents/guardians anticipate a student's absence from school, they should notify, IN ADVANCE, the Office for Wellness and Discipline. Parents/guardians should email attendance@sluh.org and provide dates and the reason for their son's anticipated absence no less than TWO DAYS BEFORE the absence is to take place. The student then will obtain a

"Request for Absence" form from the Office for Wellness and Discipline. The parent/guardian email is attached to the "Request for Absence Form." The student has his teachers sign the form. The form is then returned to the Office for Wellness and Discipline. Not following procedure will result in an unexcused absence and disciplinary action. Any advanced absence may be considered either unexcused or excused.

Unexcused Absences

An unexcused absence is an absence that occurs with the consent of the parent/guardian, but not with the consent of the school. Unexcused absences may include, but are certainly not limited to, extended vacations, club sports, professional athletic events, and obtaining drivers' licenses.

Unexcused absences will be given for not following "Procedures for Advanced Absences or College Visits" (see below under section Excused Absences)

Teachers are not obligated to provide the student with make-up work or missed tests for unexcused absences.

Extended Vacations

The policy on extended vacations at Christmas, Easter, Spring Break, or vacations/trips during the school year follows:

- We strongly discourage requests for students to be absent for the above-mentioned reasons.
- The extended absence will be unexcused; therefore, teachers will not be obligated to provide make-up tests, work, etc., when the student returns to school.
- We request that the student's teachers be notified in writing of the possibility of the absence so that both the student and parents/guardians are aware of his status in each particular class.
- This notification is done as follows: a "Request for Absence Form" should be obtained from the Office for Wellness and Discipline TWO CLASS DAYS BEFORE the absence takes place. The parent/guardian note is attached to the "Request for Absence Form." The student has his teachers sign the form. The form is then returned to the Office for Wellness and Discipline.
- If a form is not returned prior to the absence, disciplinary action will be taken.

Excused Absence

An excused absence is an absence that occurs with the permission of the school. Excused absences may include, but are certainly not limited to, college visits, family emergencies, family weddings, family funerals, and medical procedures.

College Visits

Seniors may be excused from school for up to three days, and juniors for up to two days, to visit prospective colleges, with full make-up privileges for any missed classwork. These days are counted as days absent on his attendance record. As a student determines when he will make a visit, his parents/guardians should email attendance@sluh.org stating the dates and place of the visit to obtain a "College Visit" form from the Office for Wellness and Discipline no less than TWO CLASS DAYS BEFORE THE STUDENT LEAVES FOR HIS VISIT. Not following procedure will result in an unexcused absence. College visits are NOT to be arranged during senior project.

The student should be ready to consider alternate visiting dates or not being absent if his presence in a particular class is considered absolutely necessary by his teacher.

Excessive Absences

If a student misses more than three consecutive days, a note from the student's health care provider is required upon their return to school.

A student who misses five days in a semester, or eight days throughout the year, will be sent a notification letter from the Assistant Principal for Wellness and Discipline. A student who misses ten days throughout the year will have to meet with his parents/guardians and the Assistant Principal for Wellness and Discipline to discuss the excessive absences. The same policy applies to a student who misses the same number of individual classes repeatedly.

Appointments & Early Dismissals

Medical and dental appointments should be made outside of school hours if at all possible. If a student must leave school for such an appointment, he should report to the Office for Wellness and Discipline to receive an early dismissal slip before the beginning of the school day. The parent/guardian should notify the Office for Wellness and Discipline of the appointment (day, time) at attendance@sluh.org no later than 8:30 a.m. the morning of the appointment.

If a student misses a test or the turning in of an assignment because of an appointment, he should expect to take the test or turn in the assignment before he leaves school (if he is not returning to school that day) or after school (if he does return to school later that day).

Zero Hour Classes

Zero hour classes begin at 7:30 a.m. each morning. Students will be marked tardy if they are late. If a student misses zero hour, but attends school, his parents/guardians must notify the Office for Wellness and Discipline. Failure to notify the Office will result in disciplinary action. When the school is on a late start schedule, due to inclement weather, zero hour is canceled.

Physical Education Exemptions

Exemption from participating in physical education classes must be obtained from the student's physical education teacher. A note from the student's parent, guardian or health care professional stating the reason for the exemption request should be brought to the teacher at the beginning of the student's P.E. class period. A copy or second note should be given to the school nurse.

Participation in Co-Curriculars

A student may not participate in or attend any co-curricular activity on the day when he does not attend classes. This non-participation policy includes practices, rehearsals, banquets, and dances.

A student must be present for three or more class periods of the day to be eligible to participate in or attend a co-curricular activity.

The Assistant Principal for Wellness and Discipline may make exceptions to this rule, but such exceptions will be made rarely and only when an extraordinary reason has caused a student's absence from class. Saturday jug will be the consequences for violation.

General Information

Key items of general interest include:

- All flyers/posters must be approved by the Office for Wellness and Discipline before posting.
- Students may use the office phone if they need to call home.
- Bike racks are available on the south side of the school near the Theater Lobby.
- School closures or delays are communicated via e-blast, phone, and website.
- Parents/guardians should call before 2:00 p.m. to leave a message for their student. Late messages are not guaranteed to be delivered.
- Reception is open weekdays from 7:00 a.m. to 3:30 p.m.

Student Images

SLUH reserves the right to use, in whole or in part, photographs, videos, written extractions and voice recordings of a current or former student and/or his work for the purpose of illustrations, publications and websites and social media, including but not limited to school marketing materials. Further, SLUH may notify local media of student academic, athletic and other special achievements. However, if a parent or guardian prefers his/her son not to appear in any of the above-noted materials because of a privacy or safety concern, a written request must be made to the Assistant Principal for Wellness and Discipline.