

2025-26

PARENT & STUDENT

HANDBOOK



Pacific Beach High School
11950 Los Osos Valley Road
San Luis Obispo, CA 93405
805.596.4023
Spanish Version

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Principal's Message

Welcome to Pacific Beach High School! You are now part of a unique family. Our staff is extremely proud of PBHS and the programs we offer to its students. Your achievements while enrolled at Pacific Beach will be the result of your effort and dedication. We share with you the pursuit of a positive educational experience and opportunity to earn your high school diploma. We provide educational opportunities for students who need an alternative to the District's comprehensive high schools. We focus on the individual, their positive personal growth and development, and on pride in academic achievement. Our goal is to instill in our students a sense of worth and purpose in accordance with their own abilities and personalities. Personal success, and respect of self and others, must be realized for academic achievement to occur. Each member of the PBHS staff realizes this important point and works toward the change and growth of students so that they may become productive adult members of society. To help students meet our school's expectations in four key areas: attendance, behavior, punctuality, and academic progress, every effort will be made by our staff to make PBHS a suitable educational alternative for each student. The desire, dedication, and responsibility lies with each student. This must be reinforced by the parent or guardian in order for the student to succeed at PBHS. Parents and school staff must work as a team to assure the success of all students.

CONTINUATION EDUCATION: AN ALTERNATIVE SCHOOL

Pacific Beach High School (PBHS) is an alternative high school for students residing in the San Luis Coastal Unified School District between the ages of 16 - 18 years of age who, in most cases, need or desire a different learning environment to meet their academic goals.

Pacific Beach High School offers courses required for graduation giving students eligibility to attend community colleges such as Cuesta College, Allan Hancock College etc. Our methods of instruction and the manner in which credits are earned are both different from the comprehensive school environment. The curricular goal of PBHS is to help students find their path towards achieving academic success.

Because of the size of the campus and the small number of students, the PBHS staff is able to work closely with students. Students find that the campus environment is pleasant and that the curriculum is designed to meet the needs of each student. The staff is committed to helping students achieve success. That is our goal.

School Information

Mission Statement

Our mission is to recognize that each student is an individual with different needs, learning styles, and talents. The school is committed to providing the highest quality programs and services to our students that will contribute to personal, career and educational success with the expectation that they become productive, self-sufficient members of society.

Campus Map



School Instructional Calendar



San Luis Coastal Unified School District

2025-26 Instructional Calendar

K - 12

JULY 2025					AUGUST 2025					SEPTEMBER 2025				
M	T	W	T	F	M	T	W	T	F	M	T	W	T	F
		1	2	3 4					1	1	2	3	4	5
7	8	9	10	11	4	5	6	7	8	8	9	10	11	12
14	15	16	17	18	11	12	13	14	15	15	16	17	18	19
21	22	23	24	25	18	19	20	21	22	22	23	24	25	26
28	29	30	31		25	26	27	28	29	29	30			
OCTOBER 2025					NOVEMBER 2025					DECEMBER 2025				
		1	2	3	3	4	5	6	7	1	2	3	4	5
6	7	8	9	10	10	11	12	13	14	8	9	10	11	12
13	14	15	16	17	17	18	19	20	21	15	16	17	18	19
20	21	22	23	24	24	25	26	27	28	22	23	24	25	26
27	28	29	30	31						29	30	31		
JANUARY 2026					FEBRUARY 2026					MARCH 2026				
			1	2	2	3	4	5	6	2	3	4	5	6
5	6	7	8	9	9	10	11	12	13	9	10	11	12	13
12	13	14	15	16	16	17	18	19	20	16	17	18	19	20
19	20	21	22	23	23	24	25	26	27	23	24	25	26	27
26	27	28	29	30						30	31			
APRIL 2026					MAY 2026					JUNE 2026				
		1	2	3					1	1	2	3	4	5
6	7	8	9	10	4	5	6	7	8	8	9	10	11	12
13	14	15	16	17	11	12	13	14	15	15	16	17	18	19
20	21	22	23	24	18	19	20	21	22	22	23	24	25	26
27	28	29	30		25	26	27	28	29	29	30			

KEY		Teacher Work Day / Professional Development	
	Holiday	August 11-12, 2025	No Students TK-12, Professional Development
	Local Recess	August 13, 2025	No Students TK-12, Teacher Work Day
	No Students TK - 12	August 14, 2025	First Day of School
	No Students TK-6 (elem.)	October 15, 2025	Elementary Minimum Day, Prof. Development
	MB/PB/LOMS, no students	October 31, 2025	No Students TK-12, Elem. WD & Sec. PD
	SLHS, no students	Nov. 17-21, 2025	Elementary Conferences - Minimum Days
	LAMS, no students	January 5, 2026	LOMS/MBHS/PBHS no students, Teacher WD
	First & Last Day of School	January 16, 2026	LAMS no students, Teacher Work Day
Holidays / Local Recesses		March 2, 2026	Elementary no students, Teacher Work Day
July 4, 2025	Independence Day	March 2, 2026	SLHS no students, Teacher Work Day
September 1, 2025	Labor Day	March 10-13, 2026	Elementary Conferences - Minimum Days
November 10-11, 2025	Fall Recess / Veterans' Day	April 15, 2026	Elementary Minimum Day, Prof. Development
November 24-28, 2025	Thanksgiving Break	June 4, 2026	Elementary/Middle School Minimum Day
Dec. 20, 2025 - Jan. 2, 2026	Winter Break	June 4, 2026	Last Day of School
January 19, 2026	Martin Luther King, Jr. Day	June 4, 2026	MBHS Graduation
February 9, 2026	Lincoln Day	June 4, 2026	PBHS Graduation
February 16, 2026	Washington Day	June 5, 2026	SLHS Graduation
March 23-27, 2026	Spring Break	June 5, 2026	No students TK-12, Teacher Work Day
April 6, 2026	Spring Holiday		
May 1, 2026	Spring Recess		
May 25, 2026	Memorial Day		
June 19, 2026	Juneteenth		

* calendar approved by School Board 12/19/2023

Staff List

Chris Dowler	Principal
Jessica Briggs	Secretary
Anne Wilder	Math Teacher
Stacey Nairne	English Teacher
Lindsay Cooper	Social Studies Teacher
Deannie Greenelsh	Science Teacher
Dana McClish	Construction Teacher
Christina Azrael	LMFT
Gabriela Meza Artica	EL Student Liaison
Lisa Dart Poladian	Career Pathway Specialist
Julie Diani	IEP Case Manager
Jessica Hoyt	Cuesta Liaison Counselor
Caitlin Robinson	School Nurse

Bell Schedule

Monday/Wednesday

8:40-9:10	Advisory
9:10-10:25	Period 1
10:25-11:40	Period 2
11:40-12:20	Lunch
12:20-12:50	Advisory
12:50-2:05	Period 5
2:05-3:20	Period 6

Tuesday/Thursday

8:40-9:10	Advisory*
9:10-10:25	Period 3
10:25-11:40	Period 4
11:40-12:20	Lunch
12:20-12:50	Advisory*
12:50-2:05	Period 7
2:05-3:20	Period 8

Friday

8:40-9:25	Period 1
9:25-10:10	Period 2
10:10-10:55	Period 3

10:55-11:40	Period 4
11:40-12:20	Lunch
12:20-1:05	Period 5
1:05-1:50	Period 6
1:50-2:35	Period 7
2:35-3:20	Period 8

***WRAP UP EVERY THURSDAY 9:00 & 12:40**

School/Office Hours

Campus Hours: School office is open weekdays from 7:30 am until 4:00 pm. The school secretary will help direct your calls to the appropriate office or requested faculty member. Messages will be taken so the call can be returned in the event that the person you wish to talk with is unavailable at the time you call. For school business, to contact a staff member, or all attendance related calls, please call 805-596-4023.

Pacific Beach High School operates two school sessions, morning (8:40AM – 11:40AM) and afternoon (12:20PM – 3:20PM). Staff will determine which session(s) students shall attend, based on academic needs, course availability and student request. Some students may be required to attend only the morning session or afternoon session, while some students may be required to attend both morning and afternoon sessions. If a student receives less than 13.5 credits in a quarter and only attends the morning or afternoon session, they may be assigned to an “all-day” schedule. A student is able to earn back schedule privileges once credit obligations are met.

Pacific Beach High School does not observe the late start Monday Schedule like other schools in our district. We do, however, have several minimum days scheduled throughout the year (these are called AM Only Days). Please refer to the Pacific Beach High School Instructional Calendar for these days.

Admission Procedures

Admission Practices

- Students are considered for admission to Pacific Beach High School based on:
 - Academics: credit deficient based upon district graduation requirements.
 - Attendance
 - Behavior
 - Personal Issues
 - Personal Preference
- The admission and referral process will be based on individual student needs and space available in the program.
- To be enrolled at Pacific Beach High School, each prospective student must have the support of a parent/guardian. Exceptions are 18-year-old students and emancipated minors.
- Referral for admission should be initiated by the student’s counselor/administrator at either of the district’s comprehensive high schools, and requires the approval of the Deputy Director of Student Services.

Preliminary Screening

Before being considered for admission to Pacific Beach High School, a site visit by the potential student and parent/guardian is advisable in order to ensure that PBHS is an appropriate placement.

Intake Procedure

1. An intake interview and evaluation review of a student's credits will take place prior to the student being granted admission.
2. The student and parent/guardian should come to their intake meeting ready to discuss the student's academic goals and future career/educational plans.
3. Parents and students are made aware of school expectations for student academic progress, regular attendance, and appropriate behavior.

Academic Information and Graduation Requirements

Pacific Beach High School requires 200 credits to earn a high school diploma. In comparison, San Luis Obispo High School requires 265 and Morro Bay High School 230. The core requirements at all 3 SLCUSD high schools are the same. It is our number one goal that each PBHS student earns a diploma. The standard is for all students to earn a minimum of thirteen and a half (13.5) credits during each quarter. Some students will be required to earn more than the minimum due to higher credit deficiencies.

SUBJECT	CREDITS
English	40
Foreign Language/Fine Arts	10
Life Science	10
Math (must include 10 credits of Algebra)	30
Physical Education	20
Physical Science	10
Health	5
World History	10
US History	10
American Government	5
Economics	5
Electives	45
Total Credits Required for Graduation	200

Any student not meeting their credit requirement will have their parent/ guardian notified. At that time they may be required to change their schedule and/or tutoring may be recommended.

Seniors: PBHS is committed to ensure all seniors obtain 200 credits and graduate. In order to keep students motivated and on track to graduate, schedule interventions are put into place at times. Parents will be notified in this event. Schedule interventions help seniors acquire their high school diploma. The Pacific Beach High School curriculum meets District and State requirements for graduation.

Assistance is available to help non-graduating students explore alternative educational programs such as Adult School Diploma enrollment, General Education Development (GED) -18 years of age minimum, or California High School Proficiency Examination (CHSPE). More information may be obtained at <https://www.cde.ca.gov/Ta/tg/sp/> or <https://www.chspe.net/>.

Fifth Year Seniors: Seniors who do not earn the 200 credits required for graduation by the end of their fourth year of high school may be considered for a fifth year if certain requirements are met such as: attendance, credit deficiencies, behavior, and discipline record. Ultimately PBHS holds the right to approve or disapprove a fifth year status for any student.

Community Service: All students attending Pacific Beach High School are required to complete a minimum of 12 hours of community service as part of their graduation requirements. The service must be completed while in attendance. Hours completed at another school or through a court order will not be accepted.

Advisors: Upon entering Pacific Beach High School, each student is assigned an advisor that monitors academic progress and maintains parent/guardian contact. Advisors may be contacted via email. The advisors are also teachers so they may be unavailable to answer your requests until after school hours. The following is a list of email addresses for our teachers/advisors:

Lindsay Cooper – lcooper@slcusd.org
Deannie Greenelsh – dgreenel@slcusd.org
Stacey Nairne – sjnairne@slcusd.org
Anne Wilder – awilder@slcusd.org

Concurrent Enrollments: Classes may be taken concurrently at Cuesta College during the academic school year. Approval from the student's advisor and the school principal must be obtained. Any class taken at Cuesta must not interfere with regular high school class hours.

School Policies/Rules

Pacific Beach High School sets and maintains high standards for student behavior. We are very proud that the vast majority of our students act in a courteous and safe manner at all times. We firmly believe that the most effective school discipline plan is one that involves the parents. If a problem arises, parents are usually called upon to help with the solution. The following school and classroom rules have been established to provide a positive, learning environment:

1. Be respectful.

- *For example:*
 - Follow all directions the first time they are given.
 - Use proper and kind language at school.
 - Keep hands off others, no body-to-body contact.

2. Be responsible.

- *For example:*
 - Take care of your property and school property.
 - Eat in designated areas.
 - Clean up after yourself.

3. Be safe.

- *For example:*
 - Walk on the sidewalks.
 - Remain in designated areas.
 - Use equipment properly.

Code of Conduct for Parents & Guardians

Students should have fun participating in sports and co-curricular programs. San Luis Coastal Unified School District (SLCUSD) believes these programs contribute to a sound educational program. Everyone involved in sports and co-curricular programs has a duty to ensure that their programs impart important life skills and promote the development of good character. Essential elements of character building are embodied in the concept of six core ethical values: trustworthiness, respect, responsibility, fairness, caring, and good citizenship (the "Six Pillars of Character"). The highest potential of sports and co-curricular programs is achieved when all

involved consciously Teach, Enforce, Advocate, and Model (T.E.A.M.) these values and are committed to the ideal of pursuing success with honor.

Parents/guardians of students choosing to participate in sports and co-curricular programs can, and should, play an important role in their good-faith efforts to honor the words and spirit of this Code. This collaboration can dramatically improve the quality of a student's sport and/or co-curricular experience.

THE SIX PILLARS OF CHARACTER

Trustworthiness	Respect	Responsibility
Trustworthiness: Be worthy of trust in all you do.	Respect: Treat all people with respect at all times and require the same of your student.	Importance of Education Support the concept of "being a student first": Commit your student to earning a diploma and getting the best possible education. Be honest with your student about the likelihood of getting a scholarship or participating at a professional level. Reinforce the notion that many universities will not recruit students who do not have a serious commitment to their education. Should it be necessary, be the lead contact for collegiate coaches/advisors in any recruiting process.
Integrity: Live up to high ideals of ethics and encourage others to pursue success with honor. Do what's right even when it's unpopular or personally costly.	Class: Teach your student to live and participate with class and be a good sport. he/she/they should be gracious in successes and accept disappointments with dignity by complimenting extraordinary performance and showing sincere respect to others, even with competitors.	Role Modeling: Remember, participation in sports and co-curriculars is a privilege, not a right. Parents/guardians too should represent the school, coach/advisor and other participants with honor, on and off the court/field/stage/etc. Consistently exhibit good character and conduct yourself as a positive role model.
Honesty: Live honorably. Don't lie, cheat, steal or engage in any other dishonest conduct.	Disrespectful: Don't engage in disrespectful conduct of any sort including profanity, obscene gestures, offensive remarks of a sexual nature, trash-talking, taunting, boastful celebrations or other actions that demean individuals or the sport or co-curricular program.	Self-Control: Don't fight or show excessive displays of anger or frustration.
Reliability: Fulfill commitments. Do what you say you will do.	Respect for Officials: Treat game officials, judges, and others who influence outcomes with respect. Don't complain or argue about calls or decisions during or after events.	Healthy Lifestyle: Promote to your student the avoidance of all illegal or unhealthy substances including alcohol, tobacco, drugs and some over-the counter nutritional supplements, as well as of unhealthy techniques to gain, lose or maintain weight.
Loyalty: Be loyal to the school and your team or co-curricular group; Put the interests of the team/group above your student's personal glory.		Integrity of the Program: Protect the integrity of the program. Don't gamble or associate with gamblers.

		Sexual Conduct: Sexual or romantic contact of any sort between students and adults involved with sports and co-curriculars is improper and strictly forbidden. Report suspected or known misconduct to the proper authorities immediately.
Fairness	Caring	Citizenship
Fairness and Openness: Live up to high standards of fair play. Be open-minded, always willing to listen and learn.	Caring Environment: Consistently demonstrate concern for students as individuals and encourage them to look out for one another and think and act as a team.	Spirit of the Rules: Honor the spirit and the letter of rules. Teach your students to avoid temptations to gain competitive advantage through improper techniques or strategies.

Automated External Defibrillators (AED) Locations

The AED is located in the main office.

School Office/Telephones

Pacific Beach High School phones are maintained primarily for conducting school business. Students will not be called to the phone except in an emergency; a message will be delivered when necessary. Similarly, students are not permitted to use the school telephone for outgoing calls except in cases of emergency. Students asking for permission to go to a friend's house or for forgotten materials or a ride home are not emergencies and are not reasons for the use of school phones.

Attendance

All children between 6 and 18 years of age are required by California's Education Code to attend school. Their parents have a legal responsibility to ensure their child's attendance. If excessive absences occur (habitual truancy), you will receive a letter, a phone call, or a visit from the school to discuss the situation. Per Education Code, habitual truancy is considered three or more days of unexcused absences in a school year. Parents of students with absences or tardies will receive district-generated letters notifying them of their child's truancy. The law also states that not attending school regularly can result in referral to the community-based School Attendance Review Board (SARB). Parents will also be contacted when their child's absences, for any reason, approach 10% of the school year, which is classified as chronically absent.

Excused And Unexcused Absences

The only absences that are excused as mandated by the State of California are those due to illness with a doctor's note, medical or dental appointments, funeral services for immediate family, and court appearances.

Aeries/ParentSquare And Reporting Of Tardies And Absences

The Aeries/ParentSquare programs are measures to enhance the safety of students. The systems work together to alert parents/guardians if a student is not in school at the time that school starts. If a student will be absent, the school office must be notified as to the reason for the absence. Absences will be classified as unexcused if parents do not contact the school to clear the absence.

Tardiness and Punctuality

Studies show that regular attendance is a key factor in student success in school. Tardiness is an interruption to the learning process of the tardy student and the other students in their classroom. Students who report late

to school must report first to the school office before going to class. In the case of frequent tardiness, parents will be contacted to solve these attendance concerns. If excessive tardiness occurs, parents will be notified with a truancy letter and asked to contact the principal to provide a solution to the problem. Extreme cases could be referred to SARB.

Release of Students for Appointments

Regular attendance is the best way to ensure your child's success in school and students are expected to be in school unless they are ill. When possible, please schedule medical appointments, vacations, etc. outside of school hours. On occasion, it may be necessary for a parent to pick up a child before the end of the school day for an appointment or emergency. Students may not be removed from the campus directly from the classroom. The adult picking them up must first report to the office to sign the child out and must be listed on the student's emergency card. If someone other than the people listed are to pick up your child, please notify the school in advance. Anyone picking up a student may be asked to show identification. To maximize instructional time, the student will not be called to the office before the adult's arrival.

Student Emergency and Information Cards/Data Confirmation

Information on the student emergency cards includes parent contact information and the name, address, and phone number of a person to contact if the parent can't be reached in an emergency. It also contains the number of child-care providers. So that you or someone you trust can be reached in an emergency, it is extremely important that you keep this information up-to-date by notifying the office of any changes. Please take the time to complete these forms carefully and completely. All information is legally required. Incomplete forms may create problems with your child's registration and will necessitate you to come to our office to complete the form. Should you have questions, do not hesitate to call the school office.

Behavioral Expectations, Support & Discipline

In SLCUSD, we empower and equip students with the emotional intelligence, knowledge and skills to successfully contribute to our community and be reflective problem solvers.

When students make an unsafe/unexpected choice, our staff response will be trauma informed and follow a path of progressive discipline, with an aim to hold students accountable and give opportunities to reflect, restore, and repair.

The behavior of students attending San Luis Coastal Unified School District shall reflect the standards of good citizenship demanded of members in a democratic society and as defined in the District Student Conduct Code. Students shall respect constituted authority and conform to school rules and regulations and those provisions of the California Education Code and Administrative Code which apply to the conduct of students. The "Notification of Official Information and Student Conduct Code" is included in the Parent Data Confirmation process that all parents are required to complete.

Minor discipline is normally handled within the school day through a warning or loss of privilege. Some behavior offenses may result in school detention or denying the privilege of participating in special activities such as field and study trips. In situations where other means of correction do not result in acceptable behavior, or in cases of severe infractions, the student may be suspended or recommended for expulsion.

Harassment/Bullying

We have a strict ‘no tolerance’ policy for bullying behaviors. Bullying is defined as unwanted, aggressive behavior that involves a real or perceived power imbalance. The behavior is repeated over time or has the potential to be repeated. In addition to physical behaviors, bullying also includes gossiping, name-calling, and other forms of verbal and nonverbal behavior. We teach students to recognize and label bullying behaviors so that they are better equipped to deal with it if and when it happens. For our staff to handle any such incidents appropriately and quickly, students should immediately report any incidents of bullying to a trusted adult on campus.

To report a bullying incident you can go to the “Bully Button” on our district website. It is located under District Departments > Safety > Bully Button.

Please see the SLCUSD Board Policies [BP 5131.2 Bullying](#) and [BP 5145.3 Nondiscrimination-Harassment](#) for more information.

Possession of Dangerous Objects

The possession and/or use of a weapon by students on campus is detrimental to the welfare and safety of the students and school personnel within the district.

Carrying, bringing, using, or possessing a weapon, dangerous instrument, or imitation firearm on district property, when being transported in vehicles dispatched by the district, or at a school-sponsored or district-sponsored activity or event is prohibited. Additionally, any use of these items off school property to intimidate, harass, or threaten another student is also prohibited.

A weapon or “dangerous instrument” includes, but is not limited to, a firearm, whether loaded or unloaded; any pellet, BB gun or other devices, whether operational or not, designed to propel projectiles by spring action or compressed air; a fixed-blade knife, a spring-loaded knife, or a pocket knife; pepper spray or tear gas; bullets; or any other object, device, instrument, material, or substance, whether animate or inanimate, used or intended to be used to inflict death or injury, or the threat of death or injury. Additional information regarding the District’s response to this issue and further examples of weapons or dangerous instruments can be found in [BP 5131.7 Weapons, Other Dangerous Instruments](#) and [AR 5131.7 Weapons, Other Dangerous Instruments](#).

Consequences

When consequences for behavior are needed, we strive to use them in a manner that will help students take responsibility for their behavior and learn a better response for dealing with a similar problem in the future. As a school, we focus on restorative practices that teach students to effectively express their own emotions and how to respectfully listen to the feelings of their peers. This includes guided conversations between students led by staff to process what happened, restore the relationship with their peers, and create a plan for future positive interactions. Additionally, any of the following consequences may be used to help a child learn from their negative behavior and reinforce the learning to improve the behavior in the future. Consequences depend upon previous corrections and the severity of the situation. The following consequences for infractions may be used:

Conference: students coached through the restorative process and reminded of the rule to influence future behaviors. Parents may be notified via Parent Square, phone call, or in-person meeting depending on the severity or repetitiveness of the infraction.

Reflection: student engages in written or verbal explanations of the incident and brainstorms desired future behaviors to avoid a repeat of the incident in a similar situation

School Service: students can participate in school service activities related to inappropriate behavior as a way to reinforce the desired positive behaviors.

Alternate Environment/Setting: temporary removal of the student from the classroom to de-escalate and refocus, to participate in the restorative process with the principal or counselor before re- entry back into the classroom

Activity Restriction: the temporary loss of the student's preferred activity which could include the loss of playtime or the exclusion from specific playground activities/areas

Police Involvement

Suspension or Expulsion: may be used for offenses outlined in section 48900 of the California Education Code

These consequences alone are sufficient for most children. If necessary, we may convene a Student Success Team meeting, have the child work with the school counselor, or implement an individual behavior contract. In the event those do not bring about desired behaviors, we may organize interventions that are provided by coordinated interagency services (e.g. County Mental Health, Coast Family Resource Center, or the School Attendance Review Board).

Emergency Preparedness Plan

Our school has taken steps to prepare our staff and students for a variety of potential disasters. We hope you recognize that students at school are in one of the best possible locations to endure a disastrous event.

A draft of the General Emergency Preparedness Plan is available at all school offices. You are welcome to review this document and to make comments. A county-wide drill, a district drill, and a minimum of two surprise school drills are held each year. Each school has devised its own plan of alert, and practice drills are held.

During an emergency, students will only be released to adults listed on their emergency cards, so please keep information up-to-date.

Reports of Concern to the District

Any matter subject to the District's exclusive jurisdiction must be reported directly to the District, promptly. Matters other than misconduct may also be reported to the District. athletics and co-curricular staff and volunteers who receive reports of concern from students must ensure that an administrator is contacted with the information.

Reports may be made to the District as follows:

- In-person to a site or District Office administrator.
- Via email to a site or District Office administrator.
- By telephone to a site or District Office administrator.
- Anonymously via the District "Report a Concern" button on the District website at www.SLCUSD.org.

Reports to the District should include:

- All information known to the party, including the names of witnesses, names of potential witnesses, third parties, and persons affected by the misconduct or abuse; and
- Identifying information of any person potentially affected by the misconduct or abuse.

Additional Information

Animals On Campus

Due to possible injury to the children, animals may not be brought to school without the permission of the teachers. Dogs can create a hazard on the school grounds. Even dogs that are normally very friendly can become frightened and act out of character when surrounded by large numbers of noisy, active people. Please help us ensure the safety of the students by keeping dogs at home. If you walk your pet to school with your child, please remain off school grounds with your pet.

Report Cards and Evaluations

In order to keep parents and/or guardians advised of their student's credit progress, PBHS maintains eight (8) reporting periods throughout the academic school year, four (4) progress reports and four (4) end of quarter report cards. Progress report evaluations will update parents on academic status and possible schedule/session changes will be discussed at this mid-way point in each quarter. The end of the quarter report card will reflect all academic credits earned for that reporting period and the grades earned. Schedule and/or session changes will be made at these times in order to ensure that the student meets their academic goals. Both progress reports and final report cards are mailed home to the parent/guardian. At any time during the school year, if you have questions or concerns regarding your student, please feel free to contact their advisor.

Counseling Services

San Luis Coastal offers comprehensive school counseling programs at all of our school sites. School Counselors work with students in the areas of academic, social emotional, and college/career readiness. Our School Counselors are trained in crisis support and mental health awareness offering programming that addresses Tier 1, Tier 2, and Tier 3 services for students. School counselors can support short-term counseling services and are equipped to refer students to outside community-based organizations should the need of a student extend beyond the scope of our services. Our sites are staffed with fully credentialed PPS Counselors who are available to all students. Counselors can best be reached through email, phone, or through the front office. Please reach out to our school office for more information.

Dress Code & Grooming

The Board of Education believes that appropriate dress and grooming contribute to a productive learning environment. The Board expects students to give proper attention to personal cleanliness and to wear clothes that are suitable for the school activities in which they participate. Students' clothing must not present a health or safety hazard or a distraction which would interfere with the educational process.

Students are expected to wear clothing that is appropriate for the weather and that promotes an effective educational environment. They should wear clothes and shoes that allow them safe movement during recess and P.E. activities.

Specific Dress Requirements The following guidelines shall apply to all regular school activities:

1. Shoes must be worn at all times.
2. Clothing, jewelry and personal items (backpacks, gym bags, water bottles, etc.) shall be free of writing, pictures, or any other insignia which are crude, vulgar, profane or sexually suggestive, or which bear

drug, alcohol or tobacco company advertising, promotions and likenesses which advocate racial, ethnic or religious prejudice. Such items shall not pose a safety hazard.

3. Wearing hats, caps and other head coverings is a privilege.
4. Clothes shall be sufficient to conceal undergarments at all times. See-through or fish-net fabrics, halter tops, off-the-shoulder or low-cut tops, bare midriffs and skirts or shorts shorter than mid-thigh are prohibited.
5. Clothing or grooming which disrupts the educational process shall not be permitted.
6. Adornments that could be considered dangerous (chains, spikes, etc.) are prohibited.
7. Gang-related attire is prohibited (i.e., bandanas, long belts, doo-rags, hairnets).

Coaches and teachers may impose more stringent dress requirements to accommodate the special needs of certain sports and/or classes.

Dress Inappropriate For School

- Unsafe shoes and jewelry - high heels, flip flops, dangling earrings.
- Clothing with suggestive slogans, or that supports alcohol, tobacco, drug use, or antisocial activities.
- Bare midriff tops, open net tops, strapless tops, very short shorts, gym or swim trunks.

When students are deemed to be dressed in an unsafe manner, interfering with the learning environment, or not adequate for the existing weather conditions, a call will be made to the parents requesting that a change of clothing be brought to the school.

Fingerprint Clearance

In accordance with Board of Education policy, fingerprint clearance is required to participate in some school activities. Volunteers do not need to be fingerprinted to volunteer in the classroom under the supervision of the teacher or in the office. Volunteers must be fingerprinted, however, to participate in any situation where the volunteer could be left alone with a student or students (i.e. chaperone field trips, drive for a field trip, work with a student outside of the teacher's supervision, etc.). The cost to the volunteer is approximately \$89.00 for a set of prints. It takes a while to get an appointment to be fingerprinted. Once prints are scanned, the clearance process can take a few days up to 4 weeks or longer. Contact the school office for details and to get a fingerprint form to take with you.

Food Allergies & Meal Modifications

We have students attending our school who have life-threatening food allergies to dairy, wheat, egg, soy, and all nuts/nut products. This means that should these students ingest even the smallest amount of these food products they could go into anaphylactic shock. This is a severe allergic reaction involving the respiratory tract and/or several bodily systems at the same time, potentially leading to death.

Peanuts, almonds, walnuts, cashews, pecans, pine nuts, and hazelnuts are just some examples of the many types of nuts that could cause this life-threatening reaction. Please consider nut-alternative products when packing your child's meals, and avoid including them when preparing food for classroom events or sending non-food rewards for celebrations. Should you or your child/student eat any nut products before coming to school or during a break, please wash your and/or your child's hands thoroughly.

Additionally, students may need meal modifications due to disabilities that affect activities of daily living. Please complete the [Student Meal Accommodation form](#) to request special meals for medical purposes and

submit it to the school nurse and Food & Nutrition Services Office. Once the form is received by the Food & Nutrition Services Office, you will be contacted with modified menu information.

Health Services

General Information

School nurses are on call for emergency situations that may arise within the district.

Health Screenings

Hearing Screenings

SLCUSD has a regular program for testing the hearing of children in grades 1, 2, 8, and 10 (and teacher referrals), including students new to the district no matter their grade. A best practice is to annually screen the hearing of all students with an IEP. Parents are notified of hearing referrals.

Illness or Accidents at School

When a child becomes ill at school or is involved in an accident, they will be sent to the office for minor first aid. If the injury or illness warrants, the family will be called and requested to take the child off campus for further care. In extreme cases 911 will be called and emergency personnel requested to address any serious health or safety issues. The school office will make every attempt to contact parents/guardians if a medical emergency occurs.

Immunizations

SLCUSD upholds the California Department of Public Health school immunization mandates. No child will be admitted to school without proof of immunization or a verified medical exemption through the California Immunization Registry (CAIR). Immunizations are available at your local pediatrician, the San Luis Obispo (SLO) County Health Agency, and various local pharmacies. Call the SLO County Health Agency at (805) 781-5500 to make an appointment.

Independent Study

SLCUSD will offer Independent Study Contracts to students who are absent during the student's extended absences between five and twenty days if there is an agreement between the school and the family. With this agreement with the students, schools can claim attendance for extended absences as long as conditions are met. Parents and students must sign an Independent Study Agreement before leaving. This request must be submitted to the teacher 10 school days before leaving. We encourage trips taking place outside of the school year, but this is an option for extended absences from school.

Insurance

Accident/illness insurance is not provided by the school district – it is the responsibility of the parent. Pupil accident insurance can be purchased if desired. The information is included with Parent Data Confirmation, electronically.

Instructional Materials

Students are responsible for all text or library books, fees, expenses and materials or equipment issued or loaned to them from each class. If a student damages or loses a book or other school material, the student

must pay for the item before a replacement will be issued. Records are not released until all obligations are cleared in the main office.

Lost and Found

Lost and Found is located in the Pacific Beach High School Office. Students may come into the office and ask about any items that they are missing and we will check the lost and found for them.

Medication

To administer medication to your child during the school day, the following documentation is required by state law:

1. **BOTH** the parent and health care provider must complete and sign the district-approved Medication Consent Form. This form is available at the school office.
2. A healthcare provider is defined as a medical doctor, psychiatrist, dentist, osteopath, podiatrist, optometrist, or physician's assistant.
3. Medication is defined as **BOTH** prescription and over-the-counter substances (including nutritional substances and herbal remedies).
4. Medication must be brought to the school by an adult in the original container with directions.
5. A new Medication Consent Form must be completed for each medication and must be signed by the parent and health care provider every school year.
6. A new Medication Consent Form must be completed each time there is a change in medication dosage, amount, or time given.
7. Medication maintained and self-administered by a student requires the health care provider's documentation that the medication is deemed necessary for emergency health conditions (i.e., diabetes, epilepsy, asthma/allergy) **AND** the student has been trained in its administration.
8. With the exception of situations covered by #6 above, **ONLY** the school nurse or designated and trained school personnel shall administer medication.

Newsletter/ParentSquare

All communication with parents is done through ParentSquare. It is used to send out everything from school-wide news and updates to classroom newsletters, and club happenings. ParentSquare provides a simple and safe way for everyone at school to connect. With ParentSquare you can: receive all school and classroom communication via email, text, or app, view and download photos, view the school and classroom calendar, and RSVP for events. You can also easily sign up to volunteer and/or bring items for events. Please contact the office with any questions.

Nutrition & Lunch Program/Schedule

Pacific Beach High School and SLCUSD recognize the link between student health and learning. A morning nutrition break and lunch are available at every school daily. All meals follow the federal and state nutrition guidelines for the National School Lunch Program. Menus are available on the district website, www.slcusd.org, under the parent pull-down/food service.

BREAKFAST

Research shows that eating nutritiously positively impacts student learning. Children can choose from an entrée such as yogurt, muffin, breakfast burrito, or low-sugar cereal, paired with daily fruit and milk selections.

LUNCH

We encourage students to eat lunch every day at school. Lunch is available FREE for all students for the 2025-26 school year. Students can choose from various daily lunch entrées and there is always a bountiful salad bar, which includes fruit, vegetables, and optional milk. If your child brings a lunch from home, please assist in the packing to ensure proper nutrition.

SPECIAL EVENTS & BIRTHDAYS

In support of student wellness, outside food items are not allowed to be shared. If you would like to bring things to share with your child's class, please plan for non-food items for birthday and holiday celebrations such as stickers, pencils, squishies, books, etc. Families who wish to bring items for birthdays or other special events should arrange this with the teacher in advance.

Parent Participation

You make our schools better. Please engage with us in educating your children and helping make school fun. Ideal parent engagement in schools involves a collaborative, two-way relationship between parents and schools, focusing on supporting students' learning, development, and well-being. This includes regular communication, active involvement in school activities, and a commitment from both parents and the school to create a supportive learning environment. Be on the lookout in ParentSquare for ways to connect and be present in our school community.

Personal Property/Items from Home

Personal electronic devices (such as cell phones, smart watches, iPads, cameras, Kindles/e-readers, electronic games, etc.) should be kept at home. Students who choose to bring such devices to school do so at their own risk and accept that they are to be used before/after school only. All electronic devices should be turned off during the school day. Inappropriate use of electronic devices during the school day will result in confiscation of the item and in the event of repeated violation, potential disciplinary action.

Pictures/Media Sharing

We would like you to feel free to take pictures and document your child's joy and successes at school. However, please be very cautious when taking photos that may include other students of our district. It would not be appropriate to post those pictures on any sharing formats (i.e., Facebook, Instagram, etc.) without the stated permission of the other children's families.

School Site Council

The role of the School Site Council (SSC) is to work together with the Pacific Beach High School Leadership Team to assist in the development and implementation of the Single Plan for Student Achievement. The SSC has a required membership comprised of the principal, teachers, a classified employee, and parent/community members. Except for the principal, their respective constituencies elect members. Meetings are held at least 4 times a year and all are invited to attend.

2025-2026 School Site Council Members

Members will be elected and updated at the first meeting of the school year

School Specific Policies / Rules

Cell Phone Policy

All cell phones must be turned into the designated cell phone caddy at the beginning of each class. Failure to do so will result in the following consequences:

1st offense: The teacher will confiscate the phone and turn it into the office. The student can retrieve their phone at the end of the day.

2nd offense: The teacher will again turn the phone into the office, and a parent or guardian must pick it up.

Special Services/Interventions

Student Study Team (SST) – A team of staff members and parents/guardians of students who have academic and/or social, emotional, behavioral challenges at school discuss interventions and ways to ensure success. Students may be referred for SST by their teacher or parent/guardian through request to the school counselor or administrator.

Counseling Services - Our school sites have comprehensive school counseling programs that support the academic, social emotional, and college/career readiness of our students. Our School Counselors are trained in crisis support and mental health awareness offering programming that addresses Tier 1, Tier 2, and Tier 3 services for students. School counselors can support short-term counseling services and are equipped to refer students to outside community-based organizations should the need of a student extend beyond the scope of our services. Students may be referred to counseling through their teacher, parent/guardian, or MTSS team. Parents who would like counseling assistance for their child may contact the front office, the school counselor, or the school principal.

Homebound/Hospital Instruction - Homebound and Hospital Instruction is designed to meet the short-term educational needs of a student with a temporary illness or injury, who is unable to take part in regular classroom activities. This program of instruction is a temporary setting and is not designed to replace the comprehensive education program and is limited to 45 school days. The application packet, which includes a parent application, release of information, and a physician request form, may be obtained from the school counselor or site principal.

Academic and Social/Emotional Learning Support - Qualifying students based on need may be selected to receive additional support in reading, math, or social-emotional learning during the school day. Parents/guardians will be notified if their student qualifies for interventions.

Standard, Rights, and Principles

All students will be:

Effective communicators who

Think, speak, read, and write clearly and effectively.

Speak with confidence within a group and to an audience.

Listen to and comprehend oral information.

Collaborative Workers who

Use effective interpersonal skills to work cooperatively in various roles with others.
Use effective leadership and group skills while establishing and accomplishing goals.
Create and adapt to change.

Complex thinkers who

Identify, organize, assess, analyze, and integrate resources and information.
Assess information from various points of view.
Use logical decision-making processes.

Responsible citizens who

Contribute their talents, energies, and time to improve the community and the environment.
Actively participate in American democracy.
Recognize the dignity and worth of every individual.

Self-directed, life-long learners who

Maintain a positive personal image.
Recognize and utilize technology.
Demonstrate knowledge of budgeting of personal resources, finances, and time.
Who understand how to establish goals and develop plans for achieving goals.

Student Incentives

Student Recognition Program

Because Pacific Beach High School is committed to providing opportunities for student success, a recognition program has been established. Students are recognized at the completion of each quarter. The following categories for recognition are:

Honor Roll: To achieve this recognition a student must earn 14 credits in a 3.5 credit quarter or 16 credits in a 4.0 credit quarter and have a minimum of a 3.0 grade point average. In addition, the student must have 90% positive attendance within the quarter, no more than 5 tardies, and no behavior referrals.

Principal's Honor Roll: To achieve this recognition a student must earn 15 credits in a 3.5 credit quarter or 17 credits in a 4.0 credit quarter and have a minimum of a 3.5 grade point average. In addition, the student must have 90% positive attendance within the quarter, no more than 5 tardies, and no behavior referrals.

Great Attendance: To earn great attendance students must have 90% or better positive attendance for the quarter.

Technology/Personal Electronic Devices

Technology serves as a cornerstone in enhancing the teaching and learning experience at Pacific Beach High School. In line with our commitment to fostering an optimal educational environment, the San Luis Coastal Unified School District ensures internet access for all networked computers and Chromebooks on campus. Strategic deployment of WiFi infrastructure supports the seamless integration of 1:1 device initiatives, including Tablets and Chromebooks. Upholding our dedication to student safety and digital citizenship, we meticulously implement robust web filtering software to mitigate the risk of accessing objectionable content.

Furthermore, access to certain categories of websites, such as social media platforms and online gaming sites, may be restricted during school hours to minimize distractions and prioritize educational activities. Parents and students are encouraged to familiarize themselves with the Student Technology Responsible Use Agreement, accessible in the Parents Booklet of Information and the Annual Notification of Official Information.

SLCUSD provides parents and guardians the ability to gain insights into what their students are browsing on the internet via school district devices with the LightSpeed Parent Portal. Additionally parents have the control to pause the web browsing for one hour, three hours or overnight to manage screen time.

If you are a parent or guardian and are interested in signing up for LightSpeed Parent Portal please [click here to fill out the form](#).

Tobacco-Use Prevention Education (TUPE)

Students shall not possess, smoke, or use tobacco or any product containing tobacco or nicotine while on campus, while attending school-sponsored activities, or while under the supervision and control of district employees. (*Education Code 48900, 48901*)

Transportation

San Luis Coastal Unified School District provides limited bus service to Pacific Beach High School. If students are unable to provide their own transportation, please see the following options:

- RTA and SLO City Transit bus passes are available for no charge through the PB Office
- Students may drive their own vehicle to and from school
- SLCUSD provides a school bus from Morro Bay and Los Osos- Route information will be provided before school starts through ParentSquare

All California laws are enforced on or near the campus. Violations may result in school consequences, the student driver being reported to the Police Department, or denied the privilege of bringing any vehicle on campus.

- The speed limit on campus is 5 miles per hour.
- Racing or speeding in and around school property will result in revocation of parking privileges
- Loitering in or about cars in the parking lot during class time is not permitted.
- Entering or parking on school grounds gives authorities the right to search the vehicle when deemed necessary.
-

Students' bicycles, scooters, skateboards, and mopeds are not to be ridden on campus.

Work Permits

A MINOR UNDER 18 YEARS OF AGE MUST HAVE A WORK PERMIT IN ORDER TO BE EMPLOYED. Exempted from this regulation is a minor who has earned a high school diploma or passed the high school proficiency examination. An application for a work permit may be obtained in the Library. Upon completion of the work permit it is the student's responsibility to sign the work permit and give it to the employer for the employer's files.

Labor regulations state that:

- Every work permit expires five days after the start of the school year.

- A new work permit must be obtained for each new employer.
- A minor must meet mandatory school attendance laws in order to obtain a work permit.
- If the student's schoolwork or health is being impaired by the employment, the school may revoke the permit. (Education Code 49116)

A work permit is not required for a minor engaged in the following employment: Occasional odd jobs in a private home; sale or delivery of newspapers if self-employed; agricultural or domestic work on property owned, operated, or controlled by the minor's parent(s).

Uniform Complaint Procedures

Complaint forms are available at the school site and all district offices. Completed forms should be forwarded to a Compliance Office for review. Compliance Officers are located at the San Luis Coastal Unified School District Office, 1500 Lizzie Street, San Luis Obispo 93401. They are Director of Human Resources (549-1233); Director of Instructional Services (549-1247); and Director of Student Services (549-1218).

Please see the SLCUSD Board Policy [BP 1312.3 Uniform Complaint Policy](#) for more information.

In addition, Education Code Section 35186 (Williams Act) created a procedure for the filing of complaints concerning deficiencies related to instructional materials, conditions of facilities that are not maintained cleanly or safely or in good repair, and teacher vacancy or misassignment. Williams Act complaint forms are available on the school website, at the school site, and the District Office. The complaint and response are public documents as provided by statute. Complaints may be filed anonymously. However, if you wish to receive a response to your complaint, you must provide contact information.

Visitor/Volunteer Guidelines

Visitors come to the schools for various purposes, including touring the campus, meeting with a staff member, or attending a school event or activity. Visitors have limited contact with students. As provided in Education Code 45125.1(c), limited contact will be determined by the District based upon the totality of circumstances, including factors such as the length of time the volunteers will be on the school grounds, whether students will be in proximity to the site where the volunteers will be working, and whether the volunteers will be working by themselves or with others.

To maintain a safe and orderly school environment, all visitors, including parents, must first report to the school office, where they will be asked to sign in and pick up a visitor's badge. An individual may be asked to leave the campus if the principal (or his or her designee) determines that the visitor's presence or acts have the potential to interrupt or disrupt the school, its students, teachers, and other employees, to jeopardize the health and safety of students and staff, or cause property damage. If the individual refuses to leave after being asked by the principal (or his or her designee), law enforcement will be called.

Volunteers have contact with students and come to the schools to help in a variety of ways, including the following: assist certificated employees, supervise students during recess and lunch, or assist with extra-curricular activities. Volunteers are grouped into the following categories and must be screened as follows:

Level 1 Volunteer (Supervised, not regularly on campus): Volunteers who have limited contact with students and are **always** directly supervised by a certificated employee. Level One Volunteers must be cleared through the Megan's Law website. Examples of a Level One Volunteer include community members who make a brief

presentation to students at the school presentation for career day, school assembly, or a one-time presentation in the classroom.

Level 2 Volunteer (Supervised, and regularly on campus): Volunteers who have more than limited contact with students and are **always** directly supervised by a certificated employee. Level Two Volunteers must be cleared by the Megan's Law website and are required to have a current tuberculosis (TB) clearance (i.e. within the past four (4) years). Examples of Level Two Volunteers include classroom or office volunteers and library/media center helpers.

Level 3 Volunteer (Unsupervised – not driving): Volunteers who are not always supervised by a certificated employee. Level Three Volunteers must be fingerprinted **prior** to working alone with students and are required to have a current tuberculosis (TB) clearance (i.e. within the past four (4) years). An example of a Level Three Volunteer is a chaperone on an overnight student field trip or volunteer coach. Note: volunteer coaches must also meet other screening requirements, such as current CPR and first aid certification.

Level 4 Volunteer (Unsupervised and driving): Volunteers who are not always supervised by a certificated employee **and** will be driving students. Level Four Volunteers are required to have met Level Three Volunteer requirements **plus** the following:

Driver's Requirements:

- Instructions for Transporting SLCUSD Students
- Driver Information Form
- Authorization for Release of Driver Record Information (DMV pull notice program)
- Provide a copy of the first page of the driver's Automobile Insurance Policy Declaration
- Provide a copy of the Driver's License
- Obtain and submit a DMV H6 report

If you plan to volunteer, please stop by the Pacific Beach High School office to complete the SLCUSD volunteer application. Once you have completed the VIPs form, you will not need to do it again while your children attend Monarch Grove. If you plan on chaperoning a field trip or working with students alone, you cannot do so until your fingerprints have cleared. You can make an appointment to be fingerprinted by calling the San Luis Obispo County Office of Education at 782-7236. Fingerprint clearances can take up to 30 days, so schedule in advance. Fingerprint clearances do not expire.

Volunteers are expected to:

- Be mindful of privacy and confidentiality.
- Use inclusive words like kids, students, people, person, parent, sibling, relative, caregiver, etc.
- Avoid making assumptions about a student's or staff person's identity or background.
- Embrace and respect the cultural differences present in the classroom.
- Respect all expressions of gender, and avoid making assumptions about the gender of any student.
- Consider diverse student needs when planning classroom celebrations, including various allergies, religious practices, ability levels, and family background.
- Teachers will help guide classroom volunteers on best approaches.
- Keep in mind that students may have a disability that is visible or invisible.
- If you have a question about how best to support a student while you are volunteering, coordinate with the teacher.
- Keep in mind that an individual student should not be expected to be an expert or act as a representative of their racial or ethnic identity.

- Recognize that biases can affect your interactions.
- Acknowledging and addressing them is the first step towards becoming more inclusive.
- Avoid making assumptions about a student's pronouns.
- If someone shares their pronouns with you, use their pronouns.
- Remember students' family structures vary. Students may live with parents, relatives, or other caring adults like foster parents. Use language that is inclusive of all types of caregivers and families.
- Be conscious that students' economic circumstances vary widely.
- Design classroom celebrations and activities that reduce the need for student families to purchase supplies.
- When discussing school breaks or after school time, be aware that some families cannot afford extracurricular activities or out-of-town vacations. Ask inclusive questions like, "What did you enjoy most during the break?"
- If you see a student being excluded or treated unfairly, support them and inform the teacher. No one is perfect, and you may inadvertently make mistakes. If you do, take responsibility, apologize, and learn from the experience.