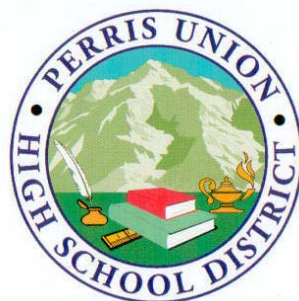


PERRIS UNION HIGH SCHOOL DISTRICT



Pinacate Middle School



Comprehensive School Safety Plan
Pursuant to Education Code 32280 - 32289

2008-09

Jonathan L Greenberg, Ed. D
Superintendent

Charles Newman
Principal

SAFE SCHOOLS PLAN

Pinacate Middle School

County: Riverside	Principal: Charles Newman	
School District: Perris Union High School District	Address: 155 E. Fourth St. Perris, CA 92570	Phone: (951) 943-6369
School Site: Pinacate Middle School	Address: 1990 S. A St. Perris, CA 92570	Phone: (951) 943-6441

List Members by Name and Position/Role
 Circle Appropriate Committee for each member
 (Ref. Ed. Codes 52012, 52852)

SSC = School Site Council
 Planning Committee

SSPC = School Safety

Name	Title	Committee	Name	Title	Committee
Dru Morgan	Asst Principal	SSC SSPC	Grace Farazhad	Community Liaison	SSC SSPC
Dave Baker	Teacher	SSC SSPC	Vickey Mueller	Teacher	SSC SSPC
Paul Beltz	Teacher	SSC SSPC	Charles Manning	Teacher	SSC SSPC
Helen Stimach	AP Secretary	SSC SSPC	Nora Kaio	Teacher	SSC SSPC
Charles Newman	Principal	SSC SSPC	Rosemary Astorga	Para-Educator	SSC SSPC
Daniel Morgan	Teacher	SSC SSPC	Karina Mendoza	Student	SSC SSPC
Brenda Dizon	Teacher	SSC SSPC	Jonathan Synnott	Teacher	SSC SSPC
Lorrie Kardos	Teacher	SSC SSPC	Dolores Aldrete	Para-Educator	SSC SSPC
Judy Lane	Teacher	SSC SSPC	Raquel Briseno	Para-Educator	SSC SSPC
Vera Lee	Teacher	SSC SSPC	Sue Carroll	Teacher	SSC SSPC
Luis Figueroa	Parent	SSC	Angie Edington	Para-Educator	SSC SSPC
Rafael Esquivel	Parent	SSC	Jenny Morales	Parent	SSC

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School Safety Plan Yearly Review Procedures

- ❖ Pinacate Middle School Comprehensive Safety Plan will be reviewed, evaluated, and amended (if needed) in March of each school year.
- ❖ An updated file containing all safety-related plans and materials is available for public inspection in/at Principal's Office.
- ❖ A public meeting was held on February 26, 2009 at Pinacate Middle School to allow members of the public the opportunity to express an opinion about Pinacate Middle School's "School Safety Plan".
- ❖ Pursuant to Ed. Code 3529.6 (a) Pinacate Middle School adopted its Comprehensive School Safety Plan on February 26, 2009.
- ❖ Pursuant to Ed. Code 35294.8 (a) Pinacate Middle School forwarded its Comprehensive School Safety Plan to Perris Union High School District for Board approval on March 18, 2009.

Reviewed/Revised on March 5, 2009

Charles Newman
Site Administrator

SECTION I

School & District Philosophy Statements

Section I – School & District Philosophy Statements

1. School Mission Statement

At Pinacate Middle School we pledge to ensure that all students achieve proficiency in California State Standards, utilizing engaging instruction and multiple forms of assessments. This will be accomplished in a safe and positive learning environment that focuses on teaching our students the social and emotional skills needed to overcome the challenges they will experience in life. We will provide academic and social support through targeted interventions and timely, effective parental communication in order to create an environment where failure is not an option.

2. School Vision Statement

The Staff at Pinacate Middle School is committed to providing all students the following:

- An educational partnership between students, parents, and staff founded on open communication
- Learning environments designed to promote student achievement
- Standards based curriculum and instruction delivered through a variety of strategies to meet the needs of all learners

3. District Mission and Vision Statement

BP0200 – Goals for the School District

As part of the Governing Board's responsibility to set direction for the school district, the Board shall adopt long-term goals focused on the achievement and needs of all district students. The district's goals shall be aligned with the district's vision, mission, philosophy, and priorities and shall be limited in number so as to be reasonably achievable within established timelines.

BP0100 – Philosophy, Goals, Objectives and Comprehensive Plans

As part of its responsibility to establish a guiding vision for the district, the Governing Board shall develop and regularly review a set of fundamental principles which describe the district's beliefs, values or tenets. The Board and district staff shall incorporate this philosophy in all district programs and activities.

BP0450 – Philosophy, Goals, Objectives and Comprehensive Plans

The Governing Board recognizes that students and staff have the right to a safe and secure campus where they are free from physical and psychological harm. The Board is fully committed to maximizing school safety and to creating a positive learning environment that includes strategies for violence prevention and high expectations for student conduct, responsible behavior, and respect for others.

Section I – School & District Philosophy Statements (continued)

AR0450 – Philosophy, Goals, Objectives and Comprehensive Plans

Development and Review of School Site Safety Plan When developing the comprehensive school safety plan, the school site council shall consult with local law enforcement as well as other school site councils and safety committees, when practical. (Education Code [32281](#), [32282](#))

SECTION II

Assessment of Current Status of School Crime

Section II - Assessment of current status of school crime committed on school campus and at school related activities

4. Suspensions and Expulsions

Pinacate Middle School

Suspension and expulsion data is compiled and submitted to the appropriate offices monthly. A special education suspension and expulsion reporting is also compiled and submitted monthly.

5. Crime Assessment

Pinacate Middle School

Crime Response

All personnel are expected to maintain a safe environment for students by confiscating any suspicious material or item that might cause injury or be used as a weapon. The student(s) are then interviewed, including any witnesses, to determine due process for the situation based on District guidelines.

Any incidence of graffiti vandalism is reported first to the Administration and the appropriate personnel from custodial or district maintenance is notified for prompt removal.

In the event of a criminal emergency, lockdown procedures are followed as outlined in Pinacate Middle School Safety Plan.

SECTION III

Identify Appropriate
Strategies and Programs

Section III - Identify appropriate strategies and programs that provide or maintain a high level of school safety

6. Injury and Illness Prevention Program

Pinacate Middle School

The Perris Union High School District is committed to providing a safe and healthful workplace for all of its employees and to providing a safe and healthful facility for all students and site visitors. To fulfill its obligation the District has incorporated an Injury and Illness Prevention Program. The intent of this Program is to prevent or minimize the probability of injuries and illnesses to workers, students and visitors, and to comply with applicable State, Federal and local health and safety codes, standards and regulations.

The Injury and Illness Prevention Program is intended to standardize various safety programs and procedures into one effective, uniform program and to ensure compliance with State and Federal safety regulations.

The Program identifies the District's responsibilities and also defines responsibilities of the Program Coordinator, administrators, managers, supervisors and all other employees.

The components described in the District's IIPP are:

- ❖ Communication
- ❖ Identification & Evaluation of Workplace Hazards
- ❖ Corrections of Unsafe or Unhealthful Conditions
- ❖ Investigations of Occupational Injury, Illness or Exposure to Hazardous Substances
- ❖ Employee Training
- ❖ Record Keeping
- ❖ Plan Review

The District, its Board and its management pledges support of this Program to ensure that it remains a viable method of protecting all employees and all other site occupants.

7. Quarterly Safety Inspections

Pinacate Middle School

Pinacate Middle School participates in quarterly safety inspections conducted by campus staff. The purpose of quarterly site inspections is to help identify and evaluate unsafe conditions.

Safety inspections are part of the District's written Injury and Illness Prevention Program.

The safety inspections are documented. The safety inspection checklists are documentation of inspections and include lists of areas inspected, the date of the inspection, name of inspector, signature of site administrator, and Work Orders submitted.

Safety Inspections are completed, signed, and sent to the District office, quarterly, for documentation.

Some areas on the checklist include but are not limited to athletic facilities, grounds & fields, multi-purpose room, and gymnasium.

8. Conflict Resolution

Pinacate Middle School

Pinacate Middle School utilizes multiple staff members to counsel students to avoid conflict between students. The counselors, teachers, campus supervisors, other classified personnel, and administration are all involved to some degree working to resolve low level student peer conflicts through counseling techniques.

For more serious conflicts, the principal, assistant principal and counselors are involved in in-depth counseling. They utilize behavior and peer contracts when appropriate.

9. Hazardous Materials Inspections

Pinacate Middle School

Pinacate Middle School participates in the District-wide Hazardous Materials Inventory and Inspection (HMII).

Keenan & Associates, the District's Third Party Administrator for Property and Liability coverage, conducts an annual Hazardous Materials Inventory and Inspection throughout the Perris Union High School District.

The purpose of the inspection is to assist our District in obtaining a current, detailed inventory of hazardous material supplies on school sites and throughout the District and to meet the regulatory requirements under Worker Right-to-Know, Hazardous Materials Disclosure Laws, and as required by Cal/OSHA – CCR, Title 8, Section 5194.

The inventory not only provides information to management, it is also a valuable tool to be used to monitor and control chemicals in the workplace.

The inspection also provides the District with a hazardous materials survey that addresses and identifies specific conditions regarding storage, labeling, compatibility, fire extinguishers, eyewash stations, etc., which were present at the time of the inventory.

Using the chemical inventories District staff put together binders that contain Material Safety Data Sheets (MSDS) for each item listed. These binders can be found in the staff workrooms or lounges, in the science chemical storerooms, and in the custodial closets. In addition, electronic MSDS folders have been created and are located at <http://puhsd.ca.schoolmsds.com>.

10. Tobacco Use Prevention Education (TUPE) & Drug Free School and Communities (S&DFSC)

Pinacate Middle School

Tobacco Use Prevention Education Program (TUPE) provides funding through an application process for tobacco specific student instruction, reinforcement activities, and special events. As a prerequisite for receiving funds, the Perris Union High School District has a tobacco free District board policy and is eligible for funding. Pinacate Middle School's focus for TUPE is on education and intervention to reduce and prevent the use of tobacco among school-age youth. Programs at Pinacate Middle School are funded through a District entitlement process.

The Perris Union High School District Title IV Program expands authority to sites to encompass issues addressed in Goal Seven of the National Educational Goals in order to create learning environments that are free of violence and drugs.

Our students are encouraged to take responsibility for life-long health, promote and respect the health and safety of others. TUPE and S&DFSC targets all students attending Pinacate Middle School. The programs are based upon the state and District's standards. Students are provided with an integrated and coordinated program based on student needs and educationally sound and legally acceptable educational practices. All students have equitable access and an opportunity to participate in and benefit from high-quality curricular and extracurricular activities. The American Heart Association, American Medical Association, and American Cancer Association are an integral part of the program, which provides support and supplemental materials.

Pinacate Middle School Health and Safety Programs offer a combination of health knowledge, skills, and motivation. The program challenges students to achieve their personal health potential in a manner that is meaningful to them. This approach has the added advantage of fostering self-concept, personal responsibility, critical thinking, conflict resolution, and many other critical life skills.

Tobacco Use Prevention Education (TUPE) & Drug Free School and Communities (S&DFSC) (continued)

Pinacate Middle School

The health curriculum includes personal/mental health, nutrition and fitness, alcohol, tobacco, and other drugs, stress management/suicide prevention, human growth and sexuality, family life, disease prevention/HIV/AIDS, safety and injury prevention, violence prevention, and community and consumer health. A curriculum connection is also provided to facilitate the integration of health activities into other educational topics, such as language arts, social skills, math, and science. A parent component is also provided. The goals of the component are to keep parents informed of the health topics being discussed, to provide an avenue of communication about important health issues, and for promoting the health of all students and their families.

Teachers, administration, classified staff members, parents, and members of the community have the opportunity to assist in and support these programs. A site coordinator, in collaboration with the administration, and Director of Pupil Services will direct our TUPE/S&DFSC program.

It is necessary to have qualified and trained campus supervisors to ensure a safe and secure environment for the student population during break and lunch periods.

11. School Violence Reduction Program

Pinacate Middle School

Pinacate Middle School utilizes a variety of staff to reduce and avoid violence on campus. All staff members deal on a daily basis with students who may have minor conflicts on campus. Counselors, principal, and assistant principal are on site to counsel students regarding peer relationships, conflict mediation, anger management, teen dating violence, and crisis intervention. The school utilizes an SRO (School Resource Officer) as needed to deal with violent acts on campus.

The school uses a zero period Advisory class to establish and remind students of behavioral expectations, how to apply conflict resolution, how to deal with bullying and how to handle other issues related to violent behavior. Teachers and staff on the Positive Climate Committee meet weekly to create lesson plans to meet the current needs of students.

Twice each semester, behavioral expectation assemblies are held by an administrator during PE to address specific behavioral problems and to encourage positive behavior to deal with these issues.

Pinacate Middle School has implemented the Capturing Kids Hearts Program. Teachers and support staff attend training to better assist and provide positive re-enforcement to students in and out of the classroom.

12 Child Abuse

Pinacate Middle School

As mandated reporters, the staff at Pinacate Middle School follows child abuse reporting guidelines set forth in the Child Abuse Reporting Law, which requires a telephoned report of suspected child abuse to a child protective agency as soon as practically possible. In addition, a follow-up written report is required within 36 hours of receiving the information concerning the incident (Pen. Code, 11166, subd. (g)).

The Health Technician at Pinacate Middle School has been trained to handle the disclosure of a child's suspected physical or sexual abuse. These are some of the guidelines used to help a child through this crisis:

- ❖ A private place is found to talk to the child, while maintaining eye contact.
- ❖ The conversation remains calm, without any expression of panic or shock.
- ❖ The facts surrounding the incident are obtained.
- ❖ No assumptions are made; the child is allowed to speak, uninterrupted.
- ❖ The child is given the benefit of the doubt.
- ❖ A child's vocabulary is used.
- ❖ Reassurance is given that he or she is innocent and did not provoke the incident.
- ❖ Reassurance is given that everything possible will be done to protect and support him or her.
- ❖ The child is made aware of what will happen once the report is made.
- ❖ An immediate need for safety is determined.
- ❖ A report to the proper authorities is made.

If the child discloses the abuse during a lesson, acknowledgement is given and the lesson is continued. Afterwards, a quiet place is found where the teacher can talk with the child alone.

Child Abuse (continued)

Pinacate Middle School

As a mandated reporter, any member of our staff who reasonably suspects that child abuse has occurred must provide his or her name and the following information when making the telephone report to a child protective agency:

- ❖ Name of the child
- ❖ Present location of the child
- ❖ Nature and extent of injury
- ❖ Any other information, including that which led the person to suspect child abuse, requested by the child protective agency. (Pen.Code, 11157, subd. (a).)

The written report is filed on Department of Justice Forms SS 8572 and SS 8583, which are obtained from county welfare and probation departments and local law enforcement agencies. Medical personnel then complete a special, uniform reporting form developed by the Attorney General, entitled "Medical Report – Suspected Child Abuse" (DOJ 900).

Reports are investigated either by the local law enforcement agency and/or by the county child welfare services (child protective services) agency. Cross reporting by these agencies is required to ensure that law enforcement, child welfare agencies, and district attorneys receive all reports they should review, whether initially reporting to them or to another child protective agency. (Pen. Code, 11166, subd. (g).)

The following signs serve as a warning to school personnel that possible abuse has taken place:

Physical

- ❖ Unexplained fractures, lacerations or bruises
- ❖ Burns (cigarette, rope, scalding water, iron)
- ❖ Extreme fear or withdrawal
- ❖ Destructive and/or self-destructive behavior

Child Abuse (continued)

Pinacate Middle School

Sexual

- ❖ Precocious knowledge of explicit sexual behavior
- ❖ Fearful, withdrawn, hostile or aggressive behavior
- ❖ Attempts to run away or running away
- ❖ Pseudo-mature (seems mature beyond chronological age)
- ❖ Promiscuous behavior

Neglect

- ❖ Dirty, unkempt
- ❖ Inappropriate dress for weather
- ❖ Extremely offensive body odor
- ❖ Malnutrition (extremely thin, dry or flaking skin, pale, fainting)
- ❖ Unattended medical conditions (infected minor burns, impetigo)

Pinacate Middle School is aware that it is not our role to investigate suspected child abuse. Instead, it is our responsibility to report the abuse and set in motion the process of getting help for the child.

13 Disaster Response

Pinacate Middle School

Pinacate Middle School's Disaster Response Plan meets the guidelines for California's Standardized Emergency Management System (SEMS). The Safety Committee was involved in the formulation of the plan. The site administrator acts as the Incident Commander, with the principal's designee to be appointed in the event that the Incident Commander is unable to perform his duties.

To ensure accountability for emergency response procedures, personnel are assigned specific duties to perform in the event of emergencies. These include turning off water, gas, and electricity. Drills are conducted regularly using an Incident Action Plan to pre-plan and determine the object of the drill, along with After Action Reports to document lessons learned.

Pinacate Middle School, is working with the District to update the response plan and incorporate the National Incident Management System (NIMS), which includes staff trained in the following Federal Emergency Management Agency (FEMA) courses: IS 100 (Incident Command for Schools), IS 700 (NIMS) and IS 200 (Incident Command for Single Resources and Initial Action Incidents).

To be more effective during disasters, pre-determined areas will identify the various stations, i.e., student holding, command post, and student release. Purchase of appropriate types and amounts of disaster supplies/equipment and storage units(s) are necessary in order to be prepared and effectively service the school population.

The District has recently installed three repeaters and hand held radios for each site to use for day to day communications as well as a built in emergency communication system. The radio system will be incorporated into each school site's emergency drills.

Having qualified and trained staff helps to ensure a safe and secure environment for the student population during the school day and in an emergency/crisis response incident.

14 Suspension and Expulsion Procedures

Pinacate Middle School

Classroom discipline procedures at Pinacate Middle School are the responsibility of the individual teacher. However, serious misbehaviors including, but not limited to, fighting, openly defying adults, possession of weapons or illegal drugs results in the student being sent immediately to the office where the principal or his/her designee will conference with the student.

Depending on the severity and circumstances, further action may be required such as detention, suspension or expulsion. In these instances, parents will be notified either by phone or mail.

Students may be suspended for the following:

- A. Caused, attempted to cause, or threatened to cause physical injury to another person.
- B. Possessed, sold, or otherwise furnished any firearm, knife, explosive or other dangerous object.
- C. Possess, used, sold, or otherwise furnished, or been under the influence of any controlled substance, alcoholic beverage or intoxicant of any kind.
- D. Offered, arranged or negotiated to sell any controlled substance, alcoholic beverage or intoxicant of any kind, then sold, delivered or otherwise furnished to any person another substance and represented that substance as a controlled substance, alcoholic beverage, or intoxicant (i.e., look-alike)
- E. Committed or attempted to commit robbery or extortion.
- F. Caused or attempted to cause damage to school property or private property.
- G. Stolen or attempted to steal school property or private property.
- H. Possessed or used tobacco, or any product containing tobacco or nicotine products, including clove cigarettes, snuff or betel.
- I. Committed an obscene act or engaged in habitual profanity or vulgarity.
- J. Possessed, offered, arranged or negotiated to sell any drug paraphernalia.
- K. Disrupted school activities or willfully defied the authority of school personnel.
- L. Knowingly received stolen school property or private property.
- M. Possessed an imitation firearm.
- N. Committed or attempted to commit a sexual assault as defined as in Section 261.266c,286,288,288a, or 289 of the Penal Code or committed a sexual battery as defined in Section 243.4 of the Penal Code
- O. Harassed, threatened, or intimidated a pupil who is a complaining witness or witness in a school disciplinary proceeding.

PERRIS UNION HIGH SCHOOL DISTRICT

- P. Unlawfully offered, arranged to sell, negotiated to sell, or sold the prescription drug Soma.
- Q. Engaged in, or attempted to engage in hazing as defined in Section 32050
- R. Engaged in an act of bullying, including, but not limited to, Bullying committed by means of an electronic act, as defined in subdivision (f) and (g) of Section 32261, directed specifically toward a pupil or school personnel.
- S. A pupil who aids or abets the infliction or attempted infliction of physical injury to another person may suffer suspension, but not expulsion.

48900.2 Committed sexual harassment (grades 4-12 only)

48900.3 Caused, attempted to cause or participated in an act of hate violence (grades 4-12 only)

48900.4 Created an intimidating or hostile educational environment by intentionally engaging in harassment, threats or intimidation against a pupil or group of pupils (grades 4-12 only)

48900.7 Terrorist threats against school officials, school property, or both.

Due Process

All suspensions are preceded by an informal conference between the student and a school administrator during which the student shall be informed of the reason for the suspension and the evidence that supported the action. It is the policy of the school to telephone parents at the time of the suspension, but in all cases, a notice is mailed within 24 hours. Usually a parent conference is requested to take place as soon as is practicable. Parents or guardians are requested to respond to such conferences.

Suspension/Expulsion (Continued)

Pinacate Middle School

A suspended student shall not:

1. Be allowed to loiter on or around any school ground;
2. Be allowed to participate in any school activities not open to the public

Suspension Authority

Classroom teacher: 1-2 days (from classroom)

Site Administrator: Up to 20 days

When a suspension of over 20 days is desired, the case goes to the expulsion board and hearing with parents is scheduled to give and excuse/rebuttal. The expulsion board then votes on the outcome of the hearing.

Students suspended from the classroom for one-two days are sent to OCD for that period and supervised by the OCD instructor.

15 Teacher Notification

Pinacate Middle School

Teachers, as well as students, have a right to a safe school environment. When a new student arrives at Pinacate Middle School, the student and parent(s) must attend an intake meeting. At this meeting the school philosophy and overview of school rules are discussed. The students are then tested to determine correct math and ELA/ELD and reading levels to ensure proper placement in the Math and English curriculum. The academic counselor reviews the CUM file and the Attendance Clerk disseminates any pertinent information regarding disciplinary problems, violence, etc., to appropriate staff members immediately. The counselors interview the students privately and individually to determine if any counseling is appropriate. The academic counselor then assigns a class schedule to each student.

Pinacate Middle School teachers are well acquainted with where student files are kept, what information can be found in the files, as well as how to use that information. New teachers are educated on this teacher resource through Mentor workshops at the beginning of each school year. Student cumulative files are available for qualified staff review during regular school hours.

15 Teacher Notification (continued)

Pinacate Middle School

Process of Informing Teachers of Students Engaged in Acts Described in
EC 48900

As directed in EC 49079, teachers who have students that have engaged in acts described in EC 48900, need to be informed of such, Perris Union High School District has devised this process.

Every teacher has computer access to the students in their classes through our computer information system (currently SASI). On page 1, (SASI facesheet), it lists all the basic info on each student. In the last row at the bottom of this page is a box labeled "Discipline Alert". If there is a "y" in this box it indicates that a student has had at least one day of suspension in the past three (3) years for an EC violation 48900. Also students that have discipline alerts (y coded) may have blue highlighting in their student name area. The only reason a student with discipline issues would not be highlighted blue, would be that their names were already highlighted red, indicating this student has some medical issues.

Every Site does a weekly update on student discipline, so a student who got into trouble, the following week a "y" would appear in his discipline alert box. Any teacher who wants further information in regards to details of a particular student in their class, in regards to their discipline, may come to the discipline office and view their discipline history.

The teachers of any and all students who have committed any disciplinary acts outside of school, involving the police and/ or juvenile justice system will be informed through the discipline office, via email that there is information on one of your students (student will be named), and can be obtained/ viewed at the discipline office.

16 Sexual Harassment

Pinacate Middle School

Pinacate Middle School adheres to the guidelines on sexual harassment set forth by the Perris Union High School District Board of Education. The Board of Education prohibits sexual harassment in the working environment of District employees or applicants by any person in any form. Sexual harassment of or by any employee is not tolerated. The Board considers sexual harassment to be a major offense, which may result in disciplinary action or dismissal of the offending employee or suspension / expulsion of any offending student.

It is the policy of the Perris Union High School District that sexual harassment is unacceptable conduct in the workplace and is not tolerated. Prohibited sexual harassment includes, but is not limited to, unwelcome sexual advances, requests for sexual favors, or other verbal, visual or physical conduct of a sexual nature made by someone from or in the work or education setting.

Sexual harassment guidelines apply to school personnel, as well as students. Kindergartens through third grade students are not responsible for their behavior according to California State Law. However, students in fourth through fifth grade are subject to all legal actions under the law.

Purpose

The purpose of the policy is to provide the work environment free of sexually harassing conduct or behavior and to provide uniform guidance and procedures on this subject.

General Procedures and Definitions

Pursuant to Education Code 212.5, unwelcome sexual advances, request for sexual favors, and other verbal or physical conduct of a sexual nature constitute sexual harassment when:

1. Submission to the conduct is made either an explicit or implicit condition of employment or status for promotion.
2. Submission to or rejection of the conduct is used as the basis for an employment decision affecting the harassed employee.

Sexual Harassment (Continued)

Pinacate Middle School

3. The harassment substantially interferes with an employee's work performance or creates an intimidating, hostile, or offensive work environment.
4. Submission to, or rejection of, the conduct is the basis for any decision affecting benefits, services, honors, programs or other available activities.

Examples

Other examples of sexual harassment, whether committed by a supervisor or any other employee is:

1. Unwelcome leering, sexual flirtations or propositions
2. Unwelcome sexual slurs, epithets, threats, verbal abuse, derogatory comments or sexually degrading descriptions.
3. Graphic verbal comments about an individual's body, or overly personal conversation
4. Sexual jokes, stories, drawings, pictures or gestures
5. Spreading sexual rumors
6. Touching an individual's body or clothes in a sexual manner
7. Cornering or blocking of normal movements
8. Displaying sexually suggestive objects in the educational or work environment
9. Any act of retaliation against an individual who reports a violation of the District's sexual harassment policy or who participates in the investigation of a sexual harassment claim

The site administrator has the responsibility of maintaining an educational and work environment free of sexual harassment. This responsibility includes discussing the District's harassment policy with his/her students and/or employees and assuring them that they are not required to endure sexually insulting, degrading or exploitative treatment or any other form of sexual harassment.

Complaint Procedures

Employees at Pinacate Middle School are encouraged to avail themselves of our internal complaint procedure if they are confronted with sexual harassment or any prohibited form of harassment.

Sexual Harassment (Continued)

Pinacate Middle School

Such internal complaints are investigated promptly, confidentially and corrective action is taken where allegations are verified.

Any employee or applicant for employment who feels that he/she or another individual in the District is being sexually harassed is encouraged to immediately contact his/her supervisor, principal, other district administrator or the Superintendent or designee in order to obtain procedures for reporting a complaint.

Complaints of harassment are filed in accordance with AR4031, "Complaints Concerning Discrimination in Employment". Any supervisor who receives a harassment complaint notifies the Superintendent or designee, who ensures that the complaint is appropriately investigated.

All employees receive either a copy of information sheets prepared by the California Department of Fair Employment and Housing or a copy of the District's information sheets that contain, at minimum, components on:

- a. The illegality of sexual harassment
- b. The definition of sexual harassment under applicable state/federal law
- c. A description of sexual harassment, with examples
- d. The District's complaint process available to the employee
- e. Directions on how to contact the Fair Employment and Housing Department and Commission (Government Code 12950)

In addition, Pinacate Middle School educates its personnel on sexual harassment guidelines at the beginning of each school year. New District employees must sign that they have received a copy of sexual harassment descriptions, guidelines, policies, and procedures for filing a claim. Policy updates are disseminated to the staff throughout the year.

If further information, interpretation or advice is needed regarding sexual harassment, the Assistant Superintendent or Director of Human Resources for the Perris Union High School District may be contacted.

17. Dress Code

Pinacate Middle School

Pinacate Middle School adheres to the Perris Union High School District dress code, which has established standards for student dress and grooming. The Board of Education expects students to represent themselves in a manner that is conducive to educational policies and standards. Each site administrator establishes, publishes, and enforces the appropriately specific dress code for their students based on the following guidelines:

1. Each student must be groomed in a clean, neat manner which does not:
 - a. Create a safety hazard for himself/herself or for other students;
 - b. Constitute a serious or unnecessary distraction to the learning process, nor;
 - c. Disrupt the campus order
2. Clothing depicting gangs or that is worn or altered in such a way as to identify students with gangs is not allowed, including jackets, shirts, sweatshirts, shoes, hats and accessories.
3. Attire identifying students with other District elementary, middle, or high schools is not allowed.
4. Only school or District hats and Pinacate issued shirts shall be permitted to be worn on campus. Other hats, caps, hairnets, or head coverings are not allowed. Hats shall not be altered and shall not be worn inside buildings.
5. Attire that advocates or advertises any type of alcohol, drugs, guns, knives, swords, or acts which are illegal, obscene, or hazardous to one's health and safety, including crude and vulgar printing or pictures, or degrades any particular group is not allowed.
6. Attire which is extremely brief and/or which does not cover undergarments is not allowed, including strapless or off-the-shoulder tops, bare midriffs, tank tops or muscle shirts, fish-net tops, perforated, ripped, or cut-off garments that sag below waist level.

Dress Code (continued)

Pinacate Middle School

7. Proper undergarments should be worn. Pajamas are not permitted.
8. Shoes must be worn at all times. No heels are permitted. Thongs, socks or sock-like footwear, and slippers are not safe or appropriate for school and are not allowed unless there is a special occasion, or the student has a medical waiver.

Parents/Guardians and students have the primary responsibility to see that students are properly attired for school. School personnel have the responsibility for maintaining proper and appropriate conditions conducive to learning. Site administration may authorize special activity event days where exceptions to the student dress code may be allowed.

Students who violate any part of the dress code will be given an opportunity to change to their own clothing or to school-provided alternative clothing.

Additional disciplinary action may be imposed as deemed necessary by school authorities.

18. Ingress and Egress

Pinacate Middle School

Egress and Ingress to the campus have been effectively handled at Pinacate Middle School. Both classified and certificated personnel have report times prior to student arrival.

Main gates to the campus are unlocked at 8:30a.m. at which time students mail avail themselves of breakfast. Students arriving on campus are not allowed to leave campus once they arrive. The first bell rings at 9:00 a.m., students report to class A one minute warning bell sounds at 9:04 and the tardy bell rings at 9:05 The gates to the campus are locked at this time.

The regular school day at Pinacate Middle School lasts from 9:05 a.m. to 3:35 p.m. Monday's start time is from 9:40am until 3:35pm. Minimum days are on the first Wednesday of the month with a release time at 12:40pm. The access gates are unlocked approximately at 3:35 p.m. The access gates are locked again at 3:45 p.m. At this time, all ingress and egress to the campus must occur by means of the front door located in the administration building.

All unauthorized persons entering the campus must sign in and identify their purpose and destination. In addition, parents or guardians picking up students prior to the end of the school day must sign in and be authorized according to emergency card information.

In the unlikely event that a student leaves our campus without permission, the parent or guardian is immediately contacted. If the parent or guardian is unavailable, law enforcement is contacted, and appropriate steps are taken to locate the child.

If, for some reason, the office is notified that a student did not arrive home at the expected time, steps are taken to verify the following:

- ❖ Who last saw the child?
- ❖ What mode of transportation was used?
- ❖ What dismissal procedures did his or her classroom teacher follow?

Ingress and Egress (continued)

Pinacate Middle School

Once these questions are addressed, both parents and office staff follow up on the situation until the child is located, or the need for further intervention is determined.

Absence from school breaks the continuity of learning, which may lead to frustration and acting out. According to state law, our students are required to attend school each day they are physically able. At Pinacate Middle School, valid reasons for an absence from school follow California Education Code guidelines, Section 46010.

19. Safe and Orderly Environment Conducive to Learning-Safe School Strategies

Pinacate Middle School

In addition to procedures in the event of an emergency, Pinacate Middle School has incorporated many safe school strategies in the daily lives of our students. They include:

- ❖ Fencing around the perimeter of the campus
- ❖ A “closed campus’ sign-in policy for all visitors
- ❖ Campus supervisor AM and PM yard duty stations
- ❖ Campus safety rules signed by both students and parents
- ❖ Referral system for rude or unsafe conduct
- ❖ Lunch school detention available five days per week
- ❖ After School Detention available four days per week
- ❖ Saturday School available most Saturdays
- ❖ Tutoring Sessions

To create a school culture that promotes self-monitoring behavior, Pinacate Middle School provides its students with an education on a wide range of safety issues. Safety assemblies are held on a regular basis throughout the year. They include, but are not limited to:

- ❖ Red Ribbon Week (substance abuse)
- ❖ Recognition of positive behavior utilizing “HAT” awards (Homework-Attendance-Tardies)
- ❖ “Puma Pats” “Renaissance Gold Card” reward system for desired conduct
- ❖ Renaissance Action Team “RAT” award assemblies

Safety education is reinforced in the classroom with discussions, and special projects, such as theme posters, and writing prompts.

Safe and Orderly Environment (continued)

Pinacate Middle School

An orderly environment is an integral part of a safe school atmosphere. Parent/student intake programs, Awards Assemblies, all contribute to a school culture that is both positive and well disciplined. To further cultivate such an atmosphere, Pinacate Middle School has instituted a morning, recess, and lunch bell schedule that minimizes student overlap on the campus. Students who arrive early for school are supervised by designated personnel. There is at least a five-minute interval between classes being safe and orderly.

Students arriving to class late disrupt the learning process and detract from an orderly environment. Students who are tardy must receive a tardy pass from a campus supervisor in order to be accepted into class. Campus Supervisors then turn in the names of tardy students to the OCD teacher who enters the student's names into the Connect-Ed System. Parents are then informed by phone each evening of their child's tardiness to class.

Our tardy policies are rigorously followed, with the following consequences:

1 st Tardy	Warning and Connect-Ed contact
2 nd Tardy	Lunch detention and Connect-Ed contact
3 rd Tardy	After school detention and Connect-Ed contact
4 th Tardy	Saturday School assigned.
Subsequent Tardiness	Student will be considered willfully in defiance of authority. Appropriate action is taken.

Pinacate Middle School Inclement Weather Schedule allows students to remain in classrooms before school and during lunch. Breaks can be held in the classroom, with a restroom/snack schedule designated by the individual teacher.

Safe and Orderly Environment (continued)

Pinacate Middle School

In compliance with Capturing Kids Hearts, teachers are required to meet and greet the students at their door welcoming them into class prior to each period. Campus supervisors and site administrator's work together to get students to class on time. Students who require school-provided transportation are supervised by assigned staff at the boarding area. Personnel remain on duty until the buses are loaded and pulling out of the parking lot.

20. Discipline

Pinacate Middle School

Philosophy

We believe that responsible citizenship begins in the home and is reinforced at school. The primary responsibility for citizenship instruction, therefore, rests with the parents. Freedom and responsibility go hand in hand and students have a responsibility to others in their school relationships. Good citizenship should be rewarded and poor citizenship should be discouraged. We believe all students can behave appropriately and must be held accountable for their actions.

Responsibility for following rules is the student's. Students must know the rules and regulations of the school, be responsible for their part in maintaining these regulations, be aware of the consequences when they are broken and be reinforced positively when they are conforming to the concept of good citizenship. We believe good citizenship and good academic performance are related.

Classroom Rules

Each classroom teacher establishes rules for their room in accordance with Capturing Kids Hearts' procedures for establishing a Social Contract and the consequences should the student choose to break those rules. These are established within the first few days of school and are usually reviewed with the parent at Back to School Night. Consequences of breaking class rules may include (but are not limited to): time out in another classroom, loss of privileges, detention, loss of special activity (such as assemblies or field trips), etc.

School Wide Expectations

RESPECTFUL

R	=	R esponsible for your behavior
E	=	E arly to school and class
S	=	S tudies everyday for 2 hours
P	=	P repared at all times
E	=	E nthusiastic attitude
C	=	C arries a backpack and all supplies
T	=	T houghtful to others
F	=	F ollows the rules
U	=	U nderstands consequences
L	=	L earns constantly

Discipline (continued)

Pinacate Middle School

School Rules

1. Students are allowed to arrive at school not earlier than 30 minutes before class.
2. Students must be on time to school.
3. Students must be respectful and kind to everyone....adults and students alike. Use Mr., Mrs., Miss., or Ms., or correct title for all adults.
4. Gambling, buying, selling, trading, personal items on school grounds is illegal.
5. Students must be supervised at all times; students(s) shall not remain in a classroom without a certificated or classified adult present supervising.
6. Exemplary behavior is expected during assemblies, lunch, or whenever students are on the campus. Good manners are to be in effect at all times. Only applause is acceptable; no booing, yelling, screaming, whistling, or unacceptable noises are permitted.
7. Students leave school immediately after dismissal unless previous arrangements have been made between the teacher and parent.
8. Arrangements for after school activities are to be made prior to coming to school that day.
9. Students are to obey all safety rules.
10. Students will not push, hit, or use aggressive behavior (whether serious or in "horseplay" toward other students or use bad language or obscene gestures.
11. No skateboards, roller blades, radios, cameras, recorders/players, pocket knives or weapons or any kind are allowed on campus.

Discipline (continued)

Pinacate Middle School

Students who choose not to follow classroom or school rules receive a referral for their misbehavior. Discipline is progressive and begins with the classroom teacher. This depends upon the individual classroom teacher's discipline plan. If the student is sent to the discipline office, progressive discipline is utilized. The student may be counseled, given lunch detention, after school detention, campus beautification, Saturday School, On Campus Suspension, or Off Campus suspension to name the most common options to use. The appropriate discipline will depend on the gravity of the misbehavior and prior record. Students may also receive citations from the School Resource Officer (SRO) for excessive misbehavior. This includes, but is not limited to profanity, fighting, and destruction of public property.

Campus Safety Rules

1. There are no closed games.
2. Students stop playing when the bell rings.
3. Students will run or play in designated areas only.
4. Student are not allowed to push, cut in or run to any line.
5. Students must wait their turn.
6. Snacks may be eaten only in designated areas. No food on the playground.
7. Students may not leave the campus without permission.
8. P.E. equipment must be used properly.
9. Running through or interfering with another person's game is not allowed.
10. No objects other than balls may be thrown.
11. No physical horseplay is allowed on campus.
12. Running games are played in designated areas only.

Discipline (continued)

Pinacate Middle School

13. Students may not hang or climb on baseball backstops, buildings, trees, fences or walls.
14. Students must walk to and from the playground and lunch area.
15. Students may not push, hit or threaten others. No swearing.
16. Common sense is expected when using all playground equipment.
17. Students must report to an adult when a ball goes over a fence.

Positive Re-Enforcement for Appropriate Behavior

Pinacate Middle School believes that when students choose to follow school rules, their positive behavior should be rewarded. As opportunities arise, special events or activities are used to reward student for positive behavior. Students who choose to follow the rules will have the following re-enforcements:

Classroom

Individual teachers determine their own procedures in collaboration with the school wide system.

School Wide

At the end of each grading period, award assemblies for students receiving recognition for Citizenship and/or Academic Achievement. Parents of award winners are notified by to attend.

21. Gangs

Pinacate Middle School

Pinacate Middle School recognizes that gangs exist locally and that students may have gang affiliations. Gang activity is not allowed on campus. The Governing Board desires to keep district schools free from the threats or harmful influence of any groups or gangs which exhibit drug use, violence or disruptive behavior. The Principal or designee shall take steps to deter gang intimidation of students and staff and confrontations between members of different gangs. School personnel will attempt to track any gang affiliation and report it to the school SRO. The school will request that this information then be forwarded to the Gang Task Force.

Clothing that may have gang implications is not allowed. This includes, but is not limited to, belt buckles (13, 14, "P", etc), sports team designations, hats other than district school issued hats, and tagging on any surface or item.

The Superintendent or designee shall provide in-service training which helps staff to identify gangs and gang symbols, recognize early manifestations or disruptive activities, and respond appropriately to gang behavior.

Gangs (continued)

Pinacate Middle School

In order to discourage the influence of gangs, school staff shall take the following measures:

1. Any student displaying behavior, gestures, apparel, or paraphernalia indicative of gang affiliation shall be referred to the principal or designee.
 - a. The student's parent/guardian shall be contacted and may be asked to meet with school staff.
 - b. The student may be sent home to change clothes if necessary. (cf. 5132 – Dress and Grooming)
2. Staff members shall be provided with the names of known gang members.
3. Students who seek help in rejecting gang associations may be referred to community-based gang suppression and prevention organizations. (cf. 1020 – Youth Services)
4. Any gang graffiti on school premises shall be removed, washed down, or painted over as soon as discovered.
 - a. Daily checks for graffiti shall be made throughout the campus
 - b. Graffiti shall be photographed before it is removed. These photographs shall be shared with local law enforcement authorities and used for future disciplinary or criminal action against the offenders.
(cf 3515 – Campus Security)
(cf. 5131.5 – Vandalism, Theft, and Graffiti)

22. Fire Drills and Fires

Pinacate Middle School

Fire Drills: Pinacate Middle School holds fire drills on a regular basis. As amended by SB 575 (Ch 725, Statutes of 2001) Education Code 32001 requires fire drills not less than twice every school year at the secondary level.

1. The principal shall notify the staff as to the schedule for fire drills.
2. Whenever a fire drill is held, all students, teachers, and other employees shall be directed to leave the building. (5 CCR 550)
3. Teachers shall ascertain that no student remains in the building.
4. Teachers shall be prepared to select alternate exits and shall direct their classes to these exits whenever the designated escape route is blocked.
5. The principal or designee shall keep a record of each fire drill conducted and file a copy of this record with the office of Superintendent or designee.

Fires: When a fire is discovered in any part of the school, the following actions shall be taken:

1. The principal or designee shall sound fire signals, unless the school and/or building is equipped with an automatic fire detection and alarm system.
2. The principal or designee shall call 911.
3. All persons shall be directed to leave the building and shall proceed outside to a designated assembly area.

Fire Drills and Fires (continued)

Pinacate Middle School

4. Staff shall give students clear direction and supervision and help maintain a calm and orderly response.
5. In outside assembly areas, teachers take roll, report missing students, and provide assistance to any injured student.
6. In outside assembly areas, the principal or designee and/or each department head shall account for their staff, report missing staff, and provide assistance to any injured staff.
7. If the fire is extensive, students shall be taken to an alternative location for protective custody until parents/guardians can pick them up or until they can be safely transported to their homes.

(cf. 0450 – School Safety Plan)

(cf. 3516 – Emergency and Disaster Preparedness Plan)

23. Earthquake Disaster Plan

Pinacate Middle School

The Superintendent or designee shall establish an emergency procedure system to be followed in case of earthquakes. This system shall include, but not be limited to the following:

1. A school building disaster plan, ready for implementation at any time, for maintaining safety and care of students and staff.
2. A stop/drop/hold procedure in which students and staff members:
 - a. Drop to their knees
 - b. Take cover under a table or desk
 - c. Protect their head with their arms
 - d. Face away from windows
3. Protective measures to be taken before, during, and after an earthquake
4. A training program to ensure that all students and all certificated and classified staff are aware of, and properly skilled in, the earthquake emergency procedure system.

School disaster plans shall outline roles, responsibilities, and procedures for students and staff.

(cf. 3516 – Emergency Disaster Preparedness Plan)

24. Detection Canine Procedures

Pinacate Middle School

Student Success Academy participates in random canine inspections using non-aggressive detection canines certified to detect illicit drugs, alcoholic beverages, and gunpowder.

Canines are trained to detect the following odors:

- ❖ Illicit Drugs – Marijuana, Heroin, Cocaine, Methamphetamine, and Opium
- ❖ Drinking Alcohol – Beer, Whiskey, Wine
- ❖ Gunpowder – Fireworks, ammunition, recently fired/loaded weapons

Canines are not reinforced nor trained to detect medications. All canines are passive alert only (sit on odor).

When the canine team (handler & canine) arrives on campus, the canine handler will contact the administrator or (administrative designee) who will identify locations to be inspected. The administrator will stay with the Detection Team during the inspections and observe the inspection activities. The areas to be inspected may include:

Classrooms – The administrative designee will enter randomly selected classrooms and ask the teacher to instruct the students to leave all their belongings and exit the classroom with the teacher. The canine team will then enter the classroom accompanied by the site coordinator. The canine will sniff all students' desks, backpacks, jackets and other belongings found in the classroom.

Detection Canine Procedures (Continued)

Pinacate Middle School

Lockers – The canine team will inspect all lockers in a randomly selected area. The canine will sniff all seams of the lockers.

Gym Area – The administrative designee will enter the gym area and ask the teacher to instruct the students to leave all their belongings and exit the area with the teacher. The canine team will sniff bleacher areas and any student belongings found in the area.

Library & other Common Areas – Same type of procedures as above.

Inspections will be performed on a random basis insuring consistency of areas inspected. The canine handler will not discriminate against a single student, locker, or vehicle. The canines are not trained to sniff individuals.

When a contraband item is detected, the canine will “sit” in the area where the greatest concentration of a scent is detected.

Once the handler has confirmed the canine’s indication, the handler will advise the administrator of the location of the alert and the owner will be summoned to the area of indication. First, the handler will confirm the person present is the owner. Then the handler will reiterate the substances the canine can detect and ask whether the owner can think of any reason why the canine has alerted to the item.

Detection Canine Procedures (Continued)

Pinacate Middle School

After the owner gives permission, then handler will ask the student the following:

- ❖ Backpack, purses, etc. – unzip the item and hand to canine handler.
- ❖ Jacket – open all pockets on the jacket and hand to the canine handler.
- ❖ Vehicle- unlock and open all compartments
- ❖ Locker- unlock and open the locker door

The handler will then conduct a reasonable search of the locker, book bag or jacket. This means that they will thoroughly inspect all pockets inside and out with a flashlight, carefully removing and then carefully replacing them, until the alerted item is found. The search is conducted in the presence of both the student and the site administrator.

If any contraband or other item against school policy is found during the search, the handler will collect and turn it over to the campus official with the appropriate documentation. Chain of custody for all suspected contraband substances will be maintained at all times. All confirmed canine indications are documented on Incident Outlined Maintenance Reports (IOMR). Copies of the IOMR should be retained on site and one forwarded to the Director of Risk Management.

Any disciplinary or other action that should be taken as a result of items found will be the responsibility of the school administration.

25. O.C.S. (On Campus Suspension)

Pinacate Middle School

Pinacate Middle School utilizes an On Campus Suspension program which allows students to be suspended from class while on campus. This is part of the progressive discipline philosophy of the school. Students assigned to OCS are expected to arrive at the school when class normally begins in the morning. The students remain in OCS for the entire time assigned. During passing periods, they are allowed to stand outside the room and wait until the next instructor arrives to take control of OCS. The OCS students participate in lunch detention and are allowed to have lunch on campus for the final 15 minutes before returning to OCS.

The intent of OCS is also to allow the students the opportunity to work on class assignments while on campus. The OCS teachers contact class room teachers to get up-to-date assignments and offer assistance to the students while doing the work.

26. “Bee” Alert Program

Pinacate Middle School

With the migration of Africanized Honey Bees (AHBs) into California, awareness and preparation are key elements for protecting our staff and students. Although its “killer” reputation has been greatly exaggerated, the presence of AHBs will increase the chances of people being stung. Learning about the AHBs and taking certain precautions can lower the risk of being injured by this new insect in our environment.

“Bee” Prepared

Africanized honey bees (AHBs) also called “killer bees” became established in Texas in 1990 and are spreading to other southern states. The AHB has migrated into California. The first swarms arrived at the southern border of California in October 1994 and are predicted to continue moving northward into other areas of California that domestic European honey bees (EHBs) now inhabit.

AHBs look the same and in most ways behave like the EHBs that currently reside in the United States. One very important difference between the two varieties is the ultra defensive behavior AHBs can display while protecting their colony location. In some South American attacks, AHBs have seriously stung or killed pets, livestock, and humans. This behavior has earned AHBs the common name “Killer Bees”.

“Bee” Alert Program (continued)

Pinacate Middle School

Africanized Bee Avoidance & Survival Tactics

- ❖ Bees only attack when the colony is threatened
- ❖ Loud noises, strong odors or fragrances, shiny jewelry, and dark colors are all perceived as threats
- ❖ They typically attack the face and ankles
- ❖ An extremely aggressive colony may attack and threat within 100 feet
- ❖ Bees may pursue you for up to ¼ mile
- ❖ They are slow fliers and most healthy people can outrun a bee
- ❖ Run away in a straight line, protecting your face and avoiding other people, or they too may come under attack
- ❖ DO NOT try to hide underwater, the bees will wait for you to surface
- ❖ If you see someone under attack, stay away and shout instructions
- ❖ Seek medical attention

General Precautions

- ❖ Listen for buzzing indicating a nest or swarm of bees
- ❖ Use care when entering sheds or outbuildings where bees may nest
- ❖ Examine work area before using lawn mowers, weed cutters, and other power equipment
- ❖ Examine areas before tying up or penning pets or livestock

“Bee” Alert Program (continued)

Pinacate Middle School

- ❖ Be alert when participating in all outdoor sports and activities
- ❖ Don't disturb a nest or swarm – contact a pest control company or an emergency response organization
- ❖ Teach children to be cautious and respectful of all bees
- ❖ Check with a doctor about bee sting kits and procedures if sensitive to bee stings
- ❖ Develop a safety plan for your home and yard
- ❖ Organize a meeting to inform neighbors about the AHB to help increase neighborhood safety

What to do if stung

- ❖ Go quickly to a safe area
- ❖ Remove stinger as soon as possible
- ❖ Don't squeeze stinger; pressure will release more venom
- ❖ Scrape stinger out with fingernail, knife blade or credit card
- ❖ Wash sting area with soap and water like any other wound
- ❖ Apply ice pack for a few minutes to relieve pain and swelling
- ❖ Seek medical attention if breathing is troubled, if stung numerous times or if allergic to bee stings.

27. Integrated Pest Management Program

Pinacate Middle School

Healthy Schools Act of 2000 - In September 2000 Governor Davis signed into law the Healthy Schools Act of 2000 (Assembly Bill 2260). This law requires schools to notify parents, guardians and school employees about pesticides used in their schools, and require the Department of Pesticide Regulation to promote the voluntary adoption of integrated pest management (IPM) practices in California schools. Most provisions of the law took effect January 1, 2001.

Integrated Pest Management Plan

The District has a written plan and is working with each school site to ensure implementation. The plan includes the following:

- ❖ Annual notification of all pesticide products the school District expects to use on school grounds. These products include over-the-counter pesticides available at retail outlets, but do not include certain products exempted under the law. The notifications list the active ingredients in each pesticide product and the Internet address for the Department of Pesticide Regulation (DPR) to access additional information.

Integrated Pest Management Program (continued)

Pinacate Middle School

- ❖ Notices in areas where pesticides will be applied, posted 24 hours in advance and 72 hours after application of pesticides, and contain information as specified in the law.
- ❖ Procedures for maintaining records of all pesticides use at each school.
- ❖ Monitoring and record keeping, strategies and tactics to keep pest numbers low to prevent unacceptable damage or annoyance.

Important Guidelines - These guidelines should be followed by all staff to assist in effectively managing the use of pesticides on our sites:

- ❖ Site staff should notify their site administrator when pest control is needed.
- ❖ Administrative staff should notify Maintenance and Operations via a work order when pest control is needed.
- ❖ Staff must not use any type of pest control chemicals at any school site.
- ❖ Staff should eliminate food stuffs in their work areas that might attract pests i.e. cakes, cookies, candies, sack lunches, sugary beverages, etc.

For immediate pest control response, i.e. swarming bees or ants, Maintenance & Operations should be contacted via phone @ 940-5302 X37701.

28. Daily Air Quality Reports

Pinacate Middle School

During times of heightened air pollution (especially spring, summer, and fall) the District Office sends out a daily air quality report obtained from local government sources. This report makes recommendations of individual physical activity based upon the current air quality. Pinacate Middle School uses this to limit outside activities, especially physical education, to protect the health of our students and staff.

29. Management Bulletins

Pinacate Middle School

Perris Union High School District Risk Management Department periodically sends out “Management Bulletins”. This format will be used to disseminate important safety information to all Administrators as-needed. They can further disseminate this information to all staff on their campuses.

30. SRO –School Resource Officer

Pinacate Middle School

A Riverside County Sheriff's deputy is assigned to another campus and is shared with our site and another site in our district. He is available to patrol, provide information to various classes, issue citations, and make arrests. He is used as a resource to staff, parents, and students. The SRO's presence is a great deterrent to potential problems. Having the ability to reach the SRO also provides earlier intervention and conflict resolution for students associated with gang activity and for those at risk of becoming involved with the law.

School Resource Officer Duties include:

- ❖ The officer will conduct classroom presentations on relevant law enforcement issues. This will allow student to make informed decisions when presented with peer and community pressure. Students will have the opportunity to explore careers in law enforcement through positive interaction in the classroom and on campus.
- ❖ The officer will provide a positive presence on the high school campus. This will maintain order but will also encourage positive role models in law enforcement personnel.
- ❖ The officer will investigate crimes and coordinate efforts with the other gang suppression units for early monitoring and mentoring of potential gang recruits.
- ❖ The officer will also serve as a liaison between students and families and the School Attendance Review Board in the monitoring of truancy and child abuse prevention. They will work closely with the school.

31. CPI Training (Crisis Prevention Institute)

Pinacate Middle School

Perris Union High School District has certified instructors trained to teach nonviolent crisis intervention. CPI Training is a program that focuses on the management of disruptive, assault, or out of control behavior. The techniques which are taught give participants the confidence to handle literally any violent episode with minimal anxiety and maximum security. This training also helps participants prevent violence and safely intervene when disruptive behavior has gone too far. Campus Supervisors and Para Educators are currently receiving CPI training.

32. We-Tip

Pinacate Middle School

The Perris Union High School District is a member of **We-Tip**, an anonymous crime reporting hot line that is available to students, staff, parents and the community 24 hours a day. Tips that are received by the We-Tip operators are routed to the appropriate agency (Law Enforcement, Fire, Arson Investigation, Child Protective Services, etc.).

Tips that involve PUHSD are routed through Risk Management to ensure the District and or respective school site can follow up. We-Tip monthly safety reports show tips that have been received regarding drug use, vandalism, bullying, Workers Compensation fraud, suicide, child abuse and many more. We-Tip signs have been posted at school sites throughout the District. A link to the We-Tip web site can be found on the District's web site at www.puhsd.org or by going directly to <https://wetip.com/>.

We-Tip can be reached by calling any of the following numbers:

800-78-CRIME

800 47-DRUGS

800 47-ARSON

800-US-FRAUD

33. Health Technician

Pinacate Middle School

Pinacate has a health technician on site during school hours. The health technician gives first aid to the sick and injured, reviews and updates immunization records and makes appropriate parent contact on student's who are ill. The health technician also inventories all medications and supplies and supervises students who are required to take prescribed medications while at school.

The health technician assists the school / district nurse in updating records needed for vision, hearing and scoliosis.

34. Student Study Teams (SST)

Pinacate Middle School

The Student Study Team is an action plan for Intervention and student achievement. The Student Study Team was established to provide a positive, problem solving process to identify strategies and programs that may resolve or alleviate academic, attendance, or behavioral difficulties that students are having. The SST process is a regular education responsibility that must be considered prior to a referral for special education services.

Those involved in the SST process include the student, the parents / guardians, the student's counselor, the referring teacher, a Special Education teacher, and a school administrator.

35. Community Liaison

Pinacate Middle School

Under the supervision of the site administration, the community aide support a positive student attendance by providing effective communication between the school, the student's family, and appropriate public agencies to achieve a suitable climate for learning.

The bilingual community aid provides the support for programs including but not limited to:

- The Parent Institute
- GED English and Spanish sessions
- Monthly Coffee with Administration
- Tutoring
- School Site Council (SSC)
- English Language Advisory Council (ELAC)