

# **SAFETY PLAN**

FOR

# **Buena Park High School**

FULLERTON JOINT UNION HIGH SCHOOL  
DISTRICT



# **2024-2025**

The purpose of this document is to provide as much procedural information as is practical so that in an emergency, the staff and students can appropriately and confidently respond. Everyone involved in support of an emergency must have the confidence that all teams/individuals are appropriately performing their duties. This means you must perform your task to the best of your ability AND you must have confidence that others are doing the same.

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## DEVELOPMENT COMMITTEE

The following individuals participated in the development and review of the Comprehensive School Site Safety Plan for Buena Park High School.

Principal or Designee	Dr. Sonje Berg	Principal	
FSTO Representative	Nolina Beauchamp	Site Representative	
CSEA Representative	Rosie Whitaker	Site Representative	
Parent of Buena Park High School Student(s)	Jason Gallego	Parent	
Site Safety Team Members	Joseph Nguyen-Dong	Safety Team Member	
Buena Park Police Department Representative	Officer Mike Ortega	SRO BPPD	9/9/2024
Orange County Fire Department Representative	Chief Steve Dohman	Division Chief OC Fire	9/9/2024

This team met on September 26, 2024 at 3:45 p.m. in room 21.

This plan was approved by the Buena Park High School School Site Council on September 26, 2024.

All interested faculty/staff are welcome to attend and participate in Safety Committee Meetings. The Safety Committee is dedicated to continual improvement of disaster preparedness. Any and all help would be greatly appreciated.

# Buena Park High School DEVELOPMENT COMMITTEE

Dr. Sonje Berg			
Name	Principal or Designee	Signature	Date
Nolina Beauchamp			
Name	FSTO Representative	Signature	Date
Rosie Whitaker			
Name	CSEA Representative	Signature	Date
Jason Gallego			
Name	BPHS Parent	Signature	Date
Kyle Ervin			
Name	BPHS Safety Team	Signature	Date
Joseph Nguen-Dong			
Name	BPHS Safety Team	Signature	Date
Mark Kailiponi			
Name	BPHS Safety Team	Signature	Date
Officer Mike Ortega			
Name	Buena Park Police Dept. Representative	Signature	Date
Chief Steve Dohman			
Name	OC Fire Representative	Signature	Date

# EMERGENCY PLAN OVERVIEW

## EMERGENCY TYPES

We will prepare for four different types of emergencies. While every emergency situation is unique, our goal is to familiarize teachers/staff with practices that can be applied to a variety of emergencies. All teachers and staff members are required to be familiar with these procedures and should review them on a regular basis. There are two types of emergencies that will encompass most situations:

**Earthquake:** This is a community-wide emergency that all also affect Buena Park High School. We will care for ourselves and our students until emergency personnel can respond.

**Fire:** This is an emergency localized to Buena Park High School. Medical, Fire, and Law Enforcement will make Buena Park High School a priority.

**Shelter in Place:** This is a situation off of our campus that poses the potential for danger. While the threat is not at Buena Park High School, we want to be prepared should the threat come to our campus. Examples are: police response in areas neighboring our school, violent crime in the surrounding neighborhood, or HAZMAT emergencies near our school. First responders will be in communication with the school and will give us the all clear to resume activities when safe to do so.

**Lockdown:** This is a situation where there is a violent threat on our campus. First responders will make Buena Park High School the “center of the universe” and a priority.

## EMERGENCY RESPONSES

Listed below there are two basic responses to all emergencies. The principal or designee assistant principal will determine the best course of action and announce it in the best manner possible:

1. **EVACUATE ALL BUILDINGS-** Use the map posted in every room for specific instruction as to what path to use and where to go.
2. **LOCKDOWN-** Look outside the door and collect any students in neighboring bathrooms and halls. Lock and move away from the door. Do not open the door to anyone until the “**all clear announcement**” is given.

## EMERGENCY SYNOPSIS

- Teachers are to care for the students in their class before performing team assignments.
- Fire responders will be set up in the cul-de-sac at the end of Academy Drive.
- The Emergency Operations Center will be set up at the Stadium.
- The Student Release Team will be set up by the Stadium parking lot just outside of the stadium's main gates. This is the only pick up location.

# EVERY TEACHER'S RESPONSIBILITIES

1. Educate yourself and teach all of your students about the appropriate responses to emergencies.
2. Remain calm and keep the students calm, quiet and together during the emergency.  
**Use a confident and commanding voice.**
3. Determine the extent of student/staff injuries and capabilities for class evacuation. If time and conditions permit, make notes on your scantron of people who will not remain with your class.
4. If a lockdown is announced, collect *any* students that are outside your door and in any local bathrooms. Close and lock your door. **Do not open it for any reason until an all clear has been announced.**
5. If an evacuation is announced, or evacuation bells sound, evacuate the classroom using the predetermined route to the specific location at the Emergency Assembly Area. If you are on your conference period, report directly to the Operations Center.
6. Take attendance when the class arrives in the Emergency Assembly Area.
7. Teachers assigned to specific teams will report to their assigned duty when the Incident Commander gives direction for students to break into grade levels. Most teachers will be assigned supervision of students as keeping them organized and consoled is vital to promoting a safe and secure environment.
8. If off-campus during lunch or conference period, you must return to school. In the event of a disaster teachers *may* be expected to remain at school for days. A summary of California Government Code Sections 3100-3109 is located in the back of this document or at <http://leginfo.ca.gov>.

## EMERGENCY TELEPHONE NUMBERS

Buena Park High School	Principal - Dr. Sonje Berg	714-497-0837
	APIO - Parisa Mazandarani	714-519-6542
	APPS - Crystal Crawford	714-872-9641
	APSA - Mark Kailiponi	714-202-6229
	APSS - Brian Cuevas	714-202-6873
	SRO - Mike Ortega	714-562-3902

FJUHSD	Superintendent's Office – Steve McLaughlin, Ed. D.	714 – 870 – 2802
	Assistant Superintendent, Business Service's Office – Ruben Hernandez	714 – 870 – 2811
	Director of Safety & Risk Management – Chris Davis, Ed. D.	714 – 870 - 2907
	Director of Student Support Services - Allen Whitten	714 - 870 - 2871
	Director of Facilities and Maintenance and Operations Office– Vince Madsen	714 – 680 - 5601

Emergency Numbers	Buena Park Police Department	714 –562 - 3901
	OC Fire Department	714 –573 - 6000
	Paramedics	911
	Poison Control	714 – 634 - 5988
	Red Cross	714 – 835 - 5381

Utilities	Fullerton Water Department (Water)	714 – 738 - 6897
	So Cal Gas Company (Gas)	800 – 427 - 2200
	So Cal Edison (Electricity)	800 – 655 - 4555



## CAMPUS OVERVIEW

Approximate Student Enrollment:	1683
Approximate Special Education Enrollment:	238 with 2 pending
Approximate Number of Staff:	142
Approximate Number of Bus Riders:	39
Approximate Number of Special Education Bus Riders (physical needs):	17

# BUENA PARK HIGH SCHOOL MAP



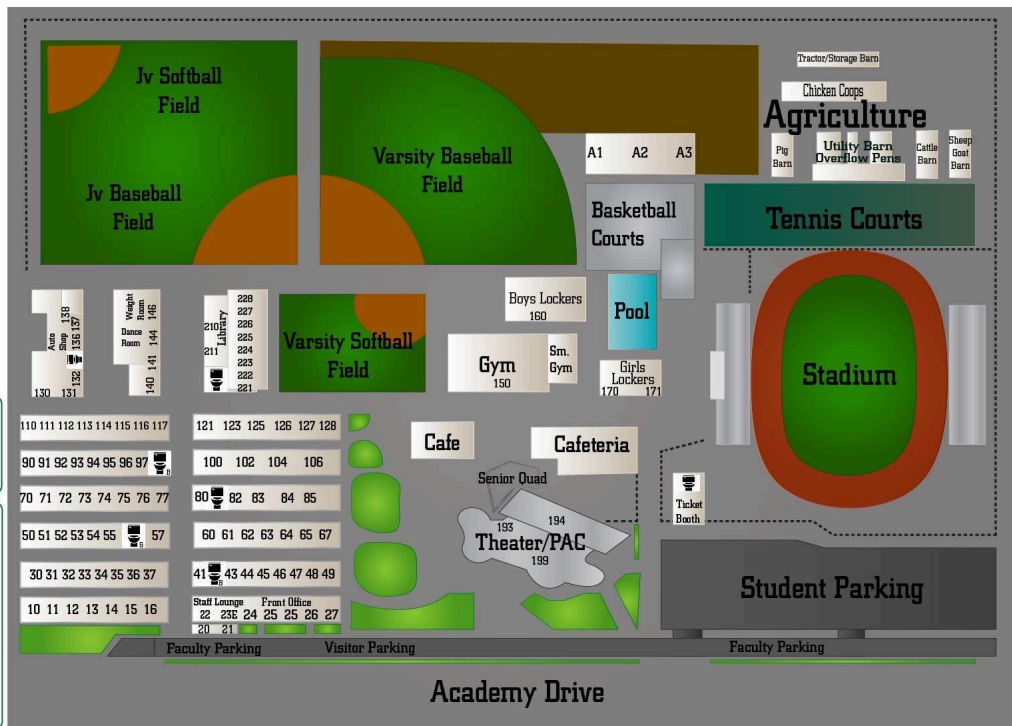
Buena Park High School  
8833 Academy Drive  
Buena Park, CA 90621  
714-992-8601  
Fax: 714-578-0256  
[www.buenaparkhs.org](http://www.buenaparkhs.org)

## Agriculture Buildings

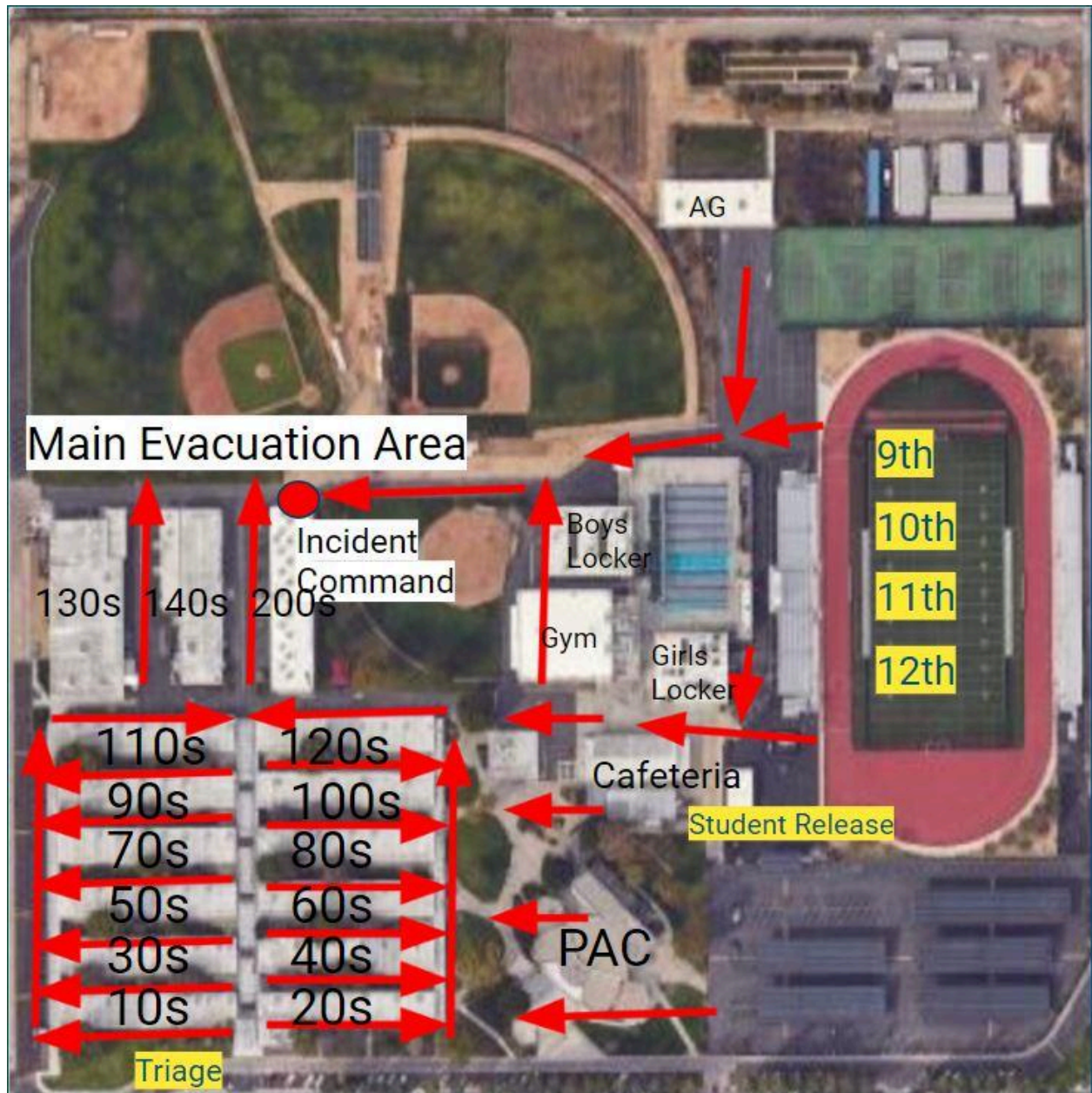
A1- Ag Biology  
A2- Ag. Envir, Hort, Soil Chem  
A3- Floral, Vet Science

## Hard to Find Classes

136  
138  
146  
171  
201  
193  
199  
200

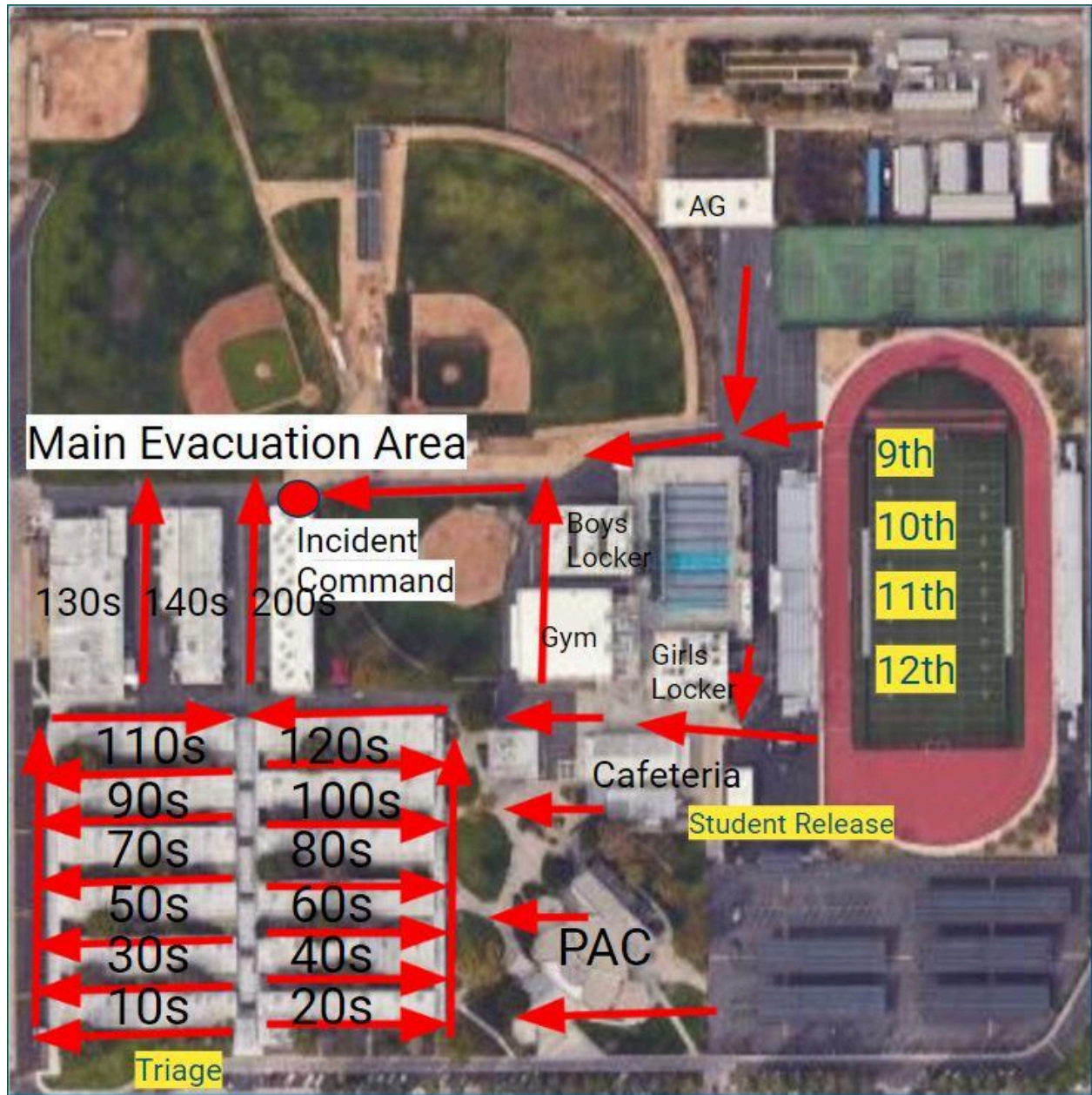


# BUENA PARK HIGH SCHOOL EVACUATION ROUTES

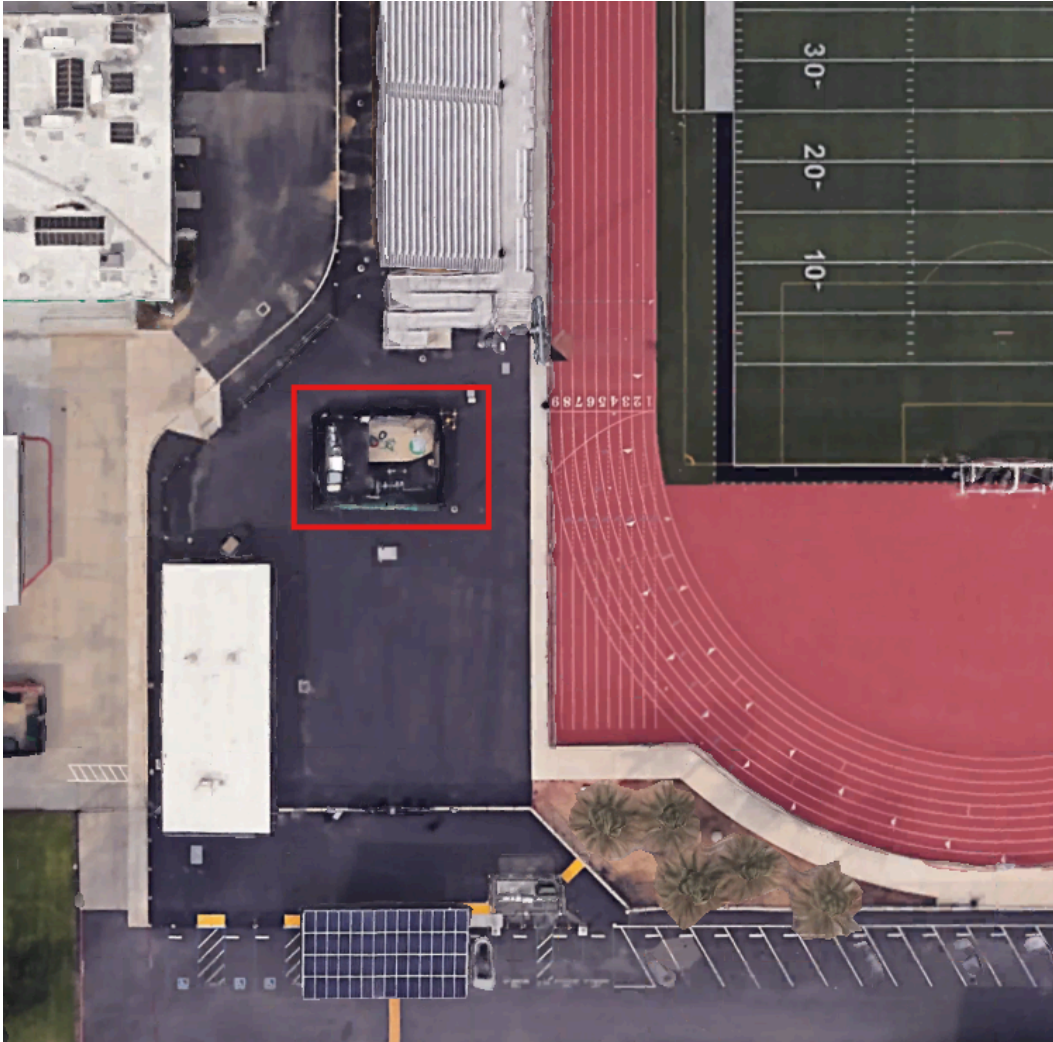




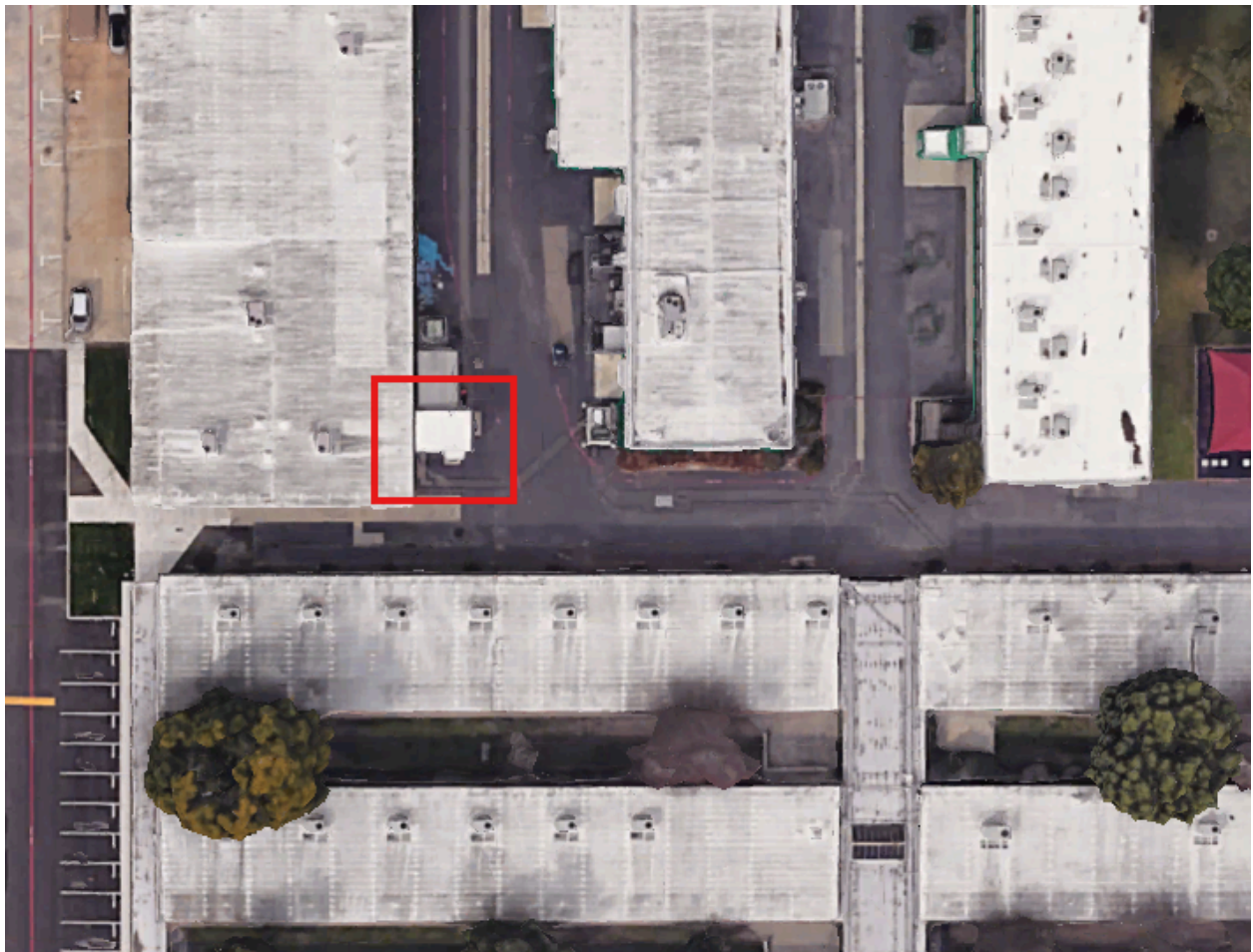
## BUENA PARK HIGH SCHOOL REUNIFICATION SITE AND TRIAGE



# BUENA PARK HIGH SCHOOL GAS SHUT OFF



# BUENA PARK HIGH SCHOOL GAS AND ELECTRICAL SHUT OFF





# BUENA PARK HIGH SCHOOL

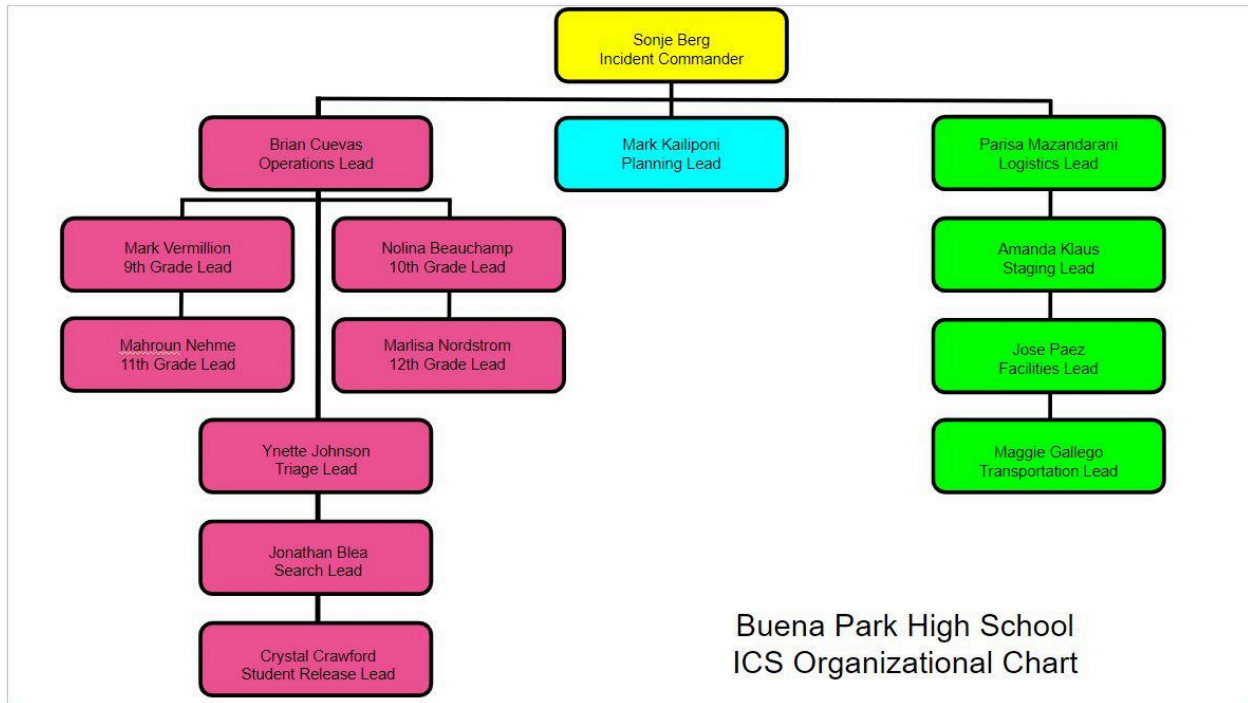
## INCIDENT COMMAND SYSTEM (ICS) ASSIGNMENTS

Incident Commander	Dr. Sonje Berg
Operations	Brian Cuevas
Planning	Mark Kailiponi
Logistics	Parisa Mazandarani
Division Leaders	Nolina Beauchamp
9 <sup>th</sup> Grade Division Lead	Amanda Acosta
10 <sup>th</sup> Grade Division Lead	Alise Salcido
11 <sup>th</sup> Grade Division Lead	Jordan Learn
12 <sup>th</sup> Grade Division Lead	Tammy Rod-Kam
Triage	Ynette Johnson
Search Team	Jonathan Blea
Student Release	Crystal Crawford
Transportation	Maggie Gallego
Facilities	Jose Paez
Staging	Amanda Klaus

# ICS ORGANIZATIONAL CHART

Complete chart and insert here

[https://docs.google.com/presentation/d/1lfmqBBwd8UnHwQWybuIcEwQF\\_4\\_52Ed4vip9PwuOKJQ/copy](https://docs.google.com/presentation/d/1lfmqBBwd8UnHwQWybuIcEwQF_4_52Ed4vip9PwuOKJQ/copy)





# INCIDENT COMMANDER

## **Dr. Sonje Berg - Incident Commander**

### Responsibilities:

1. Plan, organize, direct and lead the entire emergency situation.
2. Establish Command Post approximately 200 feet from buildings.
3. Assess situation, determine scope of incident:
  - o Evacuation
  - o Medical Injuries
  - o Building damage
  - o Student and teacher accountability
4. Secure perimeter of school site.
5. Obtain information from Operations, Planning, and Logistics.
6. Evaluate overall strategy on a continuous basis.
7. Determine adequacy of resources.
8. Be the contact person for incoming resources.
9. Be the contact person for emergency personnel.
10. Advise 911 of location of triage area as well as student release area.
11. Be a direct contact person with the District Emergency Operation Center.

# OPERATIONS

## **Brian Cuevas – Operation Lead**

Responsibilities:

1. Organize, direct and control the physical operations of student accountability.
2. Be in contact with Division Leaders.
3. Be in contact with the Triage Leader.
4. Be in contact with the Search Leader.
5. Order resources through the Incident Commander.
6. Request periodic progress reports from Division Leaders and Triage Leader.
7. Request and supply additional personnel as necessary.
8. Maintain unit/activity log (ICS Form 214)

# PLANNING

## **Mark Kailiponi – Planning Lead**

Responsibilities:

- a. Report to Incident Commander.
- a. Obtain situational briefing from Incident Commander.
- b. Assist the Incident Commander in planning overall strategy for the incident.
- c. Document situation status.
- d. Document resource status.
- e. Maintain Activity Log ICS Form 214.
- f. Record any and all activities involved at the site and in the area of the site.
- g. Obtain information from the Student Release Leader.
- h. Obtain information from the Transportation Leader.
- i. Communicate with the Staging Leader regarding parent volunteers.

# LOGISTICS

## **Parisa Mazandarani – Logistics Lead**

Responsibilities:

1. Report to Incident Commander.
2. Obtain briefing from Incident Commander.
3. Monitor service and support groups:
  - o Service: additional radios, food, and water supply.
  - o Support: facilities and a custodian person for technical issues.
4. Verify that the school perimeter is secure.

# **GRADE LEVEL DIVISIONS**

**Nolina Beauchamp – Division Leader**

**Amanda Acosta-9<sup>th</sup> Grade Division Lead**

**Alise Salcido - 10<sup>th</sup> Grade Division Lead**

**Jordan Learn - 11<sup>th</sup> Grade Division Lead**

**Tammy Rod-Kam - 12<sup>th</sup> Grade Division Lead**

Responsibilities:

1. Report to Operations.
2. Obtain situation briefing from Operations.
3. Plan, organize, direct and lead respective grade levels.
4. Account for students within their respective grade/division.
5. Assess situation, determine scope of incident:
  - o Evacuation
  - o Medical injuries (send injured teachers or students within your respective division to the triage area)
6. If a teacher is injured, assign another teacher to the class of the injured teacher prior to grade level shift.

## GRADE LEVEL DIVISIONS

<b>9<sup>th</sup> Grade</b>	<b>10<sup>th</sup> Grade</b>
Teachers in the 10's, 30's, 40's and 50's wings will supervise 9th graders	Teachers in the 60's, 70's, 80's and 90's wings will supervise 10th graders
<b>11<sup>th</sup> Grade</b>	<b>12<sup>th</sup> Grade</b>
Teachers in the 100's, 110's, 120's and 130's will supervise the 11th graders	Teachers in the 140's, 220's PE, and Ag classes will supervise the 12th graders

# SEARCH TEAM

## Jonathan Blea - Search Team Lead

Responsibilities:

1. Report to Operations.
2. Obtain situation briefing from Operations.
3. Identify search area/buildings.
4. Coordinate all search teams (pairs of two per team).
5. Make sure you have a partner for search.
6. Conduct a primary search (rapid and cover a large area quickly).
7. If necessary, conduct secondary search (methodical searching of entire room interiors).
8. Notify Operations of injured individuals.
9. Safely remove patients/victims from buildings to the triage area.
10. Request additional personnel if needed.

Search Team	Search Team
Zac Arnold	Kyle Ervin
Jonathan Blea	Maria Gamboa-Leanos
Scott Liddicoat	Jaclyn Liinstead
Joshua Beaty	Shane Painter
	Angelica Urena Gonzalez

# TRIAGE

## Ynette Johnson - Triage Lead

Responsibilities:

1. Report to Operations.
2. Obtain situation briefing from Operations.
3. Set up the triage area, including supplies and equipment.
4. Identify immediate, delayed, and minor injuries.
5. If necessary, identify a morgue area.
6. Provide a safe means of egress for patients.
7. Record all patients coming into and leaving the triage area.
8. Record where patients leaving site are taken (i.e. hospital, morgue).

Triage Team	Triage Team
Ynette Johnson	Spencer Sison
Vanessa Munoz	Jennifer Spanjer



# STUDENT RELEASE

## Crystal Crawford - Student Release Lead

Responsibilities:

1. Report to Planning.
2. Obtain situation briefing from Planning.
3. "Check-in" parents/guardians to pick up students. ID REQUIRED AT THIS POINT.
4. Notify Division Leaders to send students to the reunification gate (Transportation Leader).
5. Organize exit corridors.
6. Report all information to Planning.

Student Release Team	Student Release Team
Crystal Crawford	Rosie Whitaker
Deanthony Wiley	Miriam Campos

# TRANSPORTATION

## **Maggie Gallego - Transportation Lead**

Responsibilities:

1. Report to Planning.
2. Obtain situation briefing from Planning.
3. “Check-out” and observe students reuniting with parents/guardians.
4. Position yourself at the reunification gate.
5. Organize the exit corridors.
6. Report all information to Planning.

Transportation Team	Transportation Team
Maggie Gallego	Christina Mansour
Jason Gallego	Sarah Curtis

# STAGING

## Amanda Klaus - Staging Lead

Responsibilities:

1. Report to Planning.
2. Obtain situation briefing from Planning.
3. Identify and organize staging area for parent volunteers.
4. Continue to monitor and advise Planning of volunteer resources.
5. Record all volunteer names.
6. Record where volunteers are assigned to.

Staging Team	Staging Team
Amanda Klaus	Quinlan Skinner
Jordan Galindo	Jill DeWeese

# FACILITIES

## Jose Paez - Facilities Lead

Responsibilities:

1. Report to Logistics.
2. Obtain situation briefing from Logistics.
3. Secure utilities, e.g. gas, electricity, etc.
4. Check school for structural stability (visual inspections only).
5. Assist Emergency Responders upon their arrival.

Facilities Team	Facilities Team
Jose Paez	Mike Chesmore
Freddie Yslas	Marco Escobedo

# **EMERGENCY PROCEDURES**

## **Fire**

### **EMERGENCY PROCEDURES**

If you see a fire or smoke, or if the fire alarm sounds:

- Immediately pull the fire alarm if it has not already sounded.
- Go to a safe location and call 911.
- Notify the main office.
- Give name, address, and details of fire emergency. When the fire alarm sounded, all students and staff are to immediately evacuate the building.

### **EVACUATION PROCEDURES**

- Elevators are not to be used during a fire alarm, use the stairs.
- Follow designated exit routes.
- If the designated exit way is blocked, go to the nearest available exit.
- If the alarm sounds between classes, use the nearest available exit.
- The last person out of the room shall verify that the room is empty and close the door.
- Go to the predetermined location outside the building. Evacuation distance is a minimum of 100 feet from the building.

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## **Earthquake**

### **Know What to Do When the Shaking Begins**

- DROP, COVER, AND HOLD ON! Move only a few steps to a nearby safe place. Stay away from windows and doorways.
- Stay inside until the shaking stops and it is safe to go outside. Research has shown that most injuries occur when people inside buildings attempt to move to a different location inside the building or try to leave.
- If you are outdoors, find a clear spot away from buildings, trees, and power lines. Drop to the ground.

### **Identify What to Do After the Shaking Stops**

- Check yourself for injuries.
- Look for and extinguish small fires.
- Eliminate fire hazards and any other hazards first.
- Check others for injuries. Give first aid for serious injuries
- Protect yourself from further danger by putting on long pants, a long-sleeved shirt, sturdy shoes, and work gloves if available.
- Listen for instructions.
- Expect aftershocks. Each time you feel one, DROP, COVER, AND HOLD ON!

Use the telephone only to report life-threatening emergencies.

# EMERGENCY PROCEDURES

Shelter in Place	Lockdown
<ul style="list-style-type: none"> <li>• Go to the nearest indoor space.</li> <li>• Close and lock all doors.</li> <li>• Cover windows.</li> <li>• You may leave lights on.</li> <li>• Students are to remain indoors unless escorted by campus supervisor. Ex: using the restroom.</li> <li>• Allow information to come from school/district/PD so that information is accurate and timely.</li> <li>• Continue with instruction.</li> <li>• Site administration will lift Shelter in Place.</li> </ul>	<ul style="list-style-type: none"> <li>• Go to the nearest indoor space.</li> <li>• Close and lock all doors.</li> <li>• Cover windows.</li> <li>• Turn off all lights.</li> <li>• Be silent and silence devices.</li> <li>• Allow information to come from school/district/PD so that information is accurate and timely.</li> <li>• Await communication from site admin.</li> <li>• Prepare to run/hide/fight.</li> <li>• Police will give directions to lift the lockdown.</li> </ul>

High level of awareness

Highest level of awareness

# **CHILD ABUSE REPORTING**

## **Reporting Suspected Child Abuse**

Suspected child abuse must be reported when a mandated reporter has knowledge of, observes, or reasonably suspects that a minor has been the victim of child abuse, neglect, or exploitation. If an employee reasonably suspects that child abuse is occurring by a parent, caregiver, student, or district employee or other district affiliated person, or that a minor is in danger, they must immediately report the abuse within 36 hours, to the proper legal authorities– Child Protective Services or law enforcement.

The mandated reporter (observer) must directly report the incident to Child Protective Services or law enforcement by phone or in person and cannot pass on this obligation to their supervisor or other employee, they themselves must report.

Communicate any and all incidents of suspected child abuse to site administration immediately or as soon as possible.

Orange County Child Protective Services: (714) 940-1000

(800) 207-4464 (24-Hour Hotline)

Each campus also has an assigned School Resource Officer (SRO) to assist you.

# CURRENT STATUS OF CRIME AND SAFETY

An assessment of the current status of school crime at Buena Park High School and at school-related functions.

Office Referrals	370 Referrals	9-13-2024
Attendance Rates	<a href="#">Attendance Rates</a>	9-13-2024
Suspension Data	<a href="#">Suspension Data</a>	9-13-2024
Expulsion Data	4 Expulsions	9-13-2024
Panorama Data	<a href="#">Panorama Data</a>	9-13-2024
Juvenile Crime Data	49 Crime Reports	9-13-2024
Property Damage Data	4 Incidences	9-13-2024

School Improvement Plan (SPSA):

[LINK TO SPSA](#)



# BUENA PARK HIGH SCHOOL DRESS CODE

## STUDENT DRESS AND GROOMING (AR 5650)

The purpose of “Student Dress Standards and Guidelines” includes:

- Ensure that all students are treated equitably without regard to gender/gender identification, sexual orientation, race, ethnicity, body type/size, religion, and personal style.
- Maintain a safe learning environment in classes where protective or supportive clothing is needed, such as chemistry/biology (eye or body protection), dance (bare feet, tights/leotards), or PE (athletic attire/shoes).
- Permit students to wear attire without fear of discipline or discrimination.
- Prevent students from wearing clothing with offensive images or language, including profanity, hate speech, and pornography.

The Student Dress Standards and Guidelines are as follows:

1. Clothing worn by students will be opaque and appropriately cover the student’s body.
  - a. Student clothing must cover undergarments, or where undergarments typically would be, at all times.
  - b. Clothing must cover all areas of the midriffs when arms are down. Minimal exposure of the belly button is permitted when raising arms or moving.
  - c. Clothing must not expose cleavage, buttocks, or genitals.
  - d. Clothing must not have holes or mesh/transparent or sheer fabric that exposes undergarments or skin that otherwise should not be exposed.
2. Clothing worn by students will align with the instructional purpose and meet safety requirements.
  - a. Students may be required to wear additional safety attire when directed by an instructor to align with class standards (e.g., wood shop, science lab, physical education).
  - b. Students may be permitted to wear otherwise prohibited clothing (e.g., midriff bearing) when directed by an instructor to align with an activity (e.g., sports’ uniforms, theater costumes).
3. Hats and headwear are permitted when they align with the following standards:
  - a. Student’s face must always be visible to staff.
  - b. Hats or headwear may not interfere with the sight of any students or staff.
  - c. During in-classroom instruction, a teacher may direct a student to remove headwear at any time *unless* the headwear is such that it is a cultural item (e.g, yarmulkes, turbans, hijab). Teachers may also direct a student to a different seat if the hat causes a visual obstruction to other students.
4. All clothing and accessories (including hats) are prohibited from:
  - a. Advocating violence or referencing criminal activity (including, but not limited to, the use of drugs or alcohol).

- b. Including pornography, hate speech (as defined in law). For the purpose of this policy, hate speech includes, but is not limited to racially derogatory names or words, caricature pictures, derogatory or exclusionary phrases.
  - c. Including images or language that creates a hostile or intimidating environment for any protected class.
  - d. All clothing and accessories are prohibited from causing a disruption to the educational environment.
- 5. Clothing must be worn for the purpose it is intended.
  - a. Students may not wear clothing in an unintended way. For example, flags may not be worn as clothing (clothing *made* from flag fabric is permitted). Skirts may not be worn as dresses.

**Students are to be clean and free from contagious diseases:**

If student cleanliness is an area of concern, students will be assisted by the school nurse for assistance and/or resources.

Students are expected to demonstrate positive personal hygiene habits such as brushing teeth, wearing clean clothes, and washing frequently enough that there is no clear and obvious odor from the student or student's clothing.

Your first and most important job is to be a successful student at Buena Park High School. Part of this success includes following school guidelines, including those regarding appropriate school dress. Clothing should be neat, clean, and appropriate for school. Students are prohibited from wearing any attire or being groomed in a manner that is disruptive to the instructional process in the judgment of the administration.

- 1. spiked wristbands, chains (including wallet chains), belts or other clothing, jewelry, or accessories that could pose a threat to student physical well being and safety is not permitted.
- 2. House shoes or slippers are not permitted.
- 3. Garments must be sufficient to conceal undergarments at all times.
  - a. No revealing pants/jeans, shorts, dresses, or skirts.
  - b. Halter-tops, tube tops, or backless tops **may not** be worn, garment must have shoulder straps and cover midsections.
  - c. See-through or revealing tops **may not** be worn.
  - d. No muscle shirts. Basketball type jerseys may only be worn with a T-shirt Underneath unless worn during a Buena Park Athletic Contest.
- 4. Offensive, crude or vulgar printing or pictures relating to drugs, tobacco, alcoholic beverages, graffiti, violence, or those that are sexually suggestive on any article of clothing, lanyard, or other items worn by students are not acceptable.
- 5. Any attire that may provoke others to acts of violence is not permitted.
- 6. Anything resembling gang\* attire is prohibited. This includes but is not limited to any hats, apparel, jewelry, emblem, badge, symbol, accessory, manner of grooming, and graffiti.

- written on notebooks, backpacks, etc.
7. Pants must be appropriate for the correct waist size of a student.
  8. Knee length shorts are not to be worn with knee length socks.
  9. No dramatically oversized button-down long-sleeved shirts, oversized white T-shirts or other shirts modified with creases or pleats on the front or back are allowed.

\*Due to the fact that gang attire changes, the administration, in consultation with the School Resource Officers, will determine definitions of what is gang-related.

If a student violates these standards, the student will be asked to take whatever steps are necessary to meet the expected guidelines. This may involve sending the student home to change the clothing. Hats that do not meet the Buena Park High School Dress Code Guidelines may be confiscated. The student must pick up the confiscated hat by the end of the day for the first offense. Hats that have been confiscated and left in the office over a week may be discarded or donated. It is the student's responsibility to meet with the school official who confiscated the hat at the end of the school day to have it returned. Parents will be notified if necessary.

Students are also subject to the following consequences for violations of the dress code, depending on the seriousness of the violation.

- |             |                                                                                                                                                                                                                                                                                                         |
|-------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1st Offense | Student is given a verbal warning and asked to change out of inappropriate clothing. If a student is unable to change out of inappropriate clothing, clothing will be offered to students from the Attendance Office if available. The inappropriate item will be returned to the student after school. |
| 2nd Offense | Parent is notified and a change of clothing is necessary before the student is permitted to return to class. The Inappropriate item will be returned only to parents.                                                                                                                                   |
| 3rd Offense | Parent/Student/Administrator conference will be held and a Dress Code Behavior Contract will be issued along with 4 hours of Saturday School.                                                                                                                                                           |
| 4th Offense | Parent will be notified and additional disciplinary action for repeated offenses will be determined by an Administrator, possible suspension from school for willful defiance.                                                                                                                          |

# **BUENA PARK HIGH SCHOOL DISCIPLINE POLICIES**

## **STUDENT BEHAVIOR EXPECTATIONS**

Students are responsible for their own behavior and are expected to follow all campus rules and regulations. These behavior expectations apply on campus and at all school activities, on the way to and from school or school activities, and at lunch and break, whether on or off of the campus:

- Students must treat all students and staff members with dignity and respect.
- Students are not allowed to be in a classroom, gym or locker room without a teacher or coach present at any time.
- Students are not permitted on the field areas without adult supervision.
- Students are not permitted off-campus during lunch without an Off-Campus Permit from the attendance office.
- Students must immediately report any threats or harassment to a campus supervisor, teacher, counselor, or administrator.
- Students should avoid physical violence and walk away from any situation that may lead to a physical altercation. “Self-defense” is not usually an acceptable reason for engaging in physical violence.
- Drugs of all types, tobacco, alcohol, vapes, and all weapons are never permitted on campus.
- Permanent markers are never permitted on campus.
- A student must obtain teacher permission and have an official hall pass prior to leaving class during the period.
- Skating and biking are not permitted on campus and skateboards/bikes cannot be carried with students and must be locked up during school hours.

Failure to follow these expectations will result in disciplinary action, including: Detention—lunch or after school, Saturday School, Suspension, or Expulsion.

## **Discipline/Detention Progression**

Students and parents will be informed of student detention and Saturday School date, time, and locations through paper, phone, or email. Failure to attend detention and Saturday school will result in additional hours or consequences.

- **Lunch Intervention:**
  - Assigned for: tardies, and minor classroom/campus infractions
- **After School Intervention (3:30-4:30 pm):**
  - Assigned for: non-attendance of two lunch interventions, and moderate classroom/campus infractions
- **Saturday School (8 am-12 pm)**
  - Assigned for: non-attendance of two after-school interventions, attendance infractions (truancies), serious classroom/campus infractions.
- **Activity Ineligibility List**

- Exclusion from sports,dances and other school extra curricular activities as determined by the administration.
- Assigned for: non-attendance of other detentions (if a student owes detention hours, they will be placed on this list). Once a student clears their hours, they will be taken off the list.
- **Suspension/Expulsion**
  - Students may be suspended for 1-5 days and/or recommended for expulsion for violation of California Educational Codes pertaining to discipline outlined in the following pages.
  - After multiple suspendable incidents, a student may be recommended for an involuntary intra-district transfer to another school within the FJUHS. A student in good academic and behavioral standing may return after completing the current semester and one additional semester.
  - When a student is recommended for expulsion, the following process is followed:
    - An extension of the suspension meeting is held.
    - An expulsion panel hearing is held.
    - The final decision is made by the FJUHS Board of Trustees.
    - A student in good academic and behavioral standing may return to another school within our district, not at BPHS, after completing the current semester and one additional semester.

### **BULLYING/HARASSMENT**

Buena Park High School is committed to promoting healthy relationships and a safe environment. Therefore, any acts of violence, intimidation, or harassment will **not be tolerated** on district property or at school activities. Students are not to encourage, plan, or participate in any form of hazing or initiation activities.

**Bullying could be but is not limited to any severe or pervasive physical or verbal conduct that:**

- Places a student in fear of harm to him/herself or his/her property;
- Causes a student to experience a substantially detrimental effect on his/her physical or mental health;
- Causes a student to experience substantial interference with his/her academic performance; or
- Causes a student to experience substantial interference with his/her ability to participate in or benefit from the school's services, activities, or privileges.

**Examples of bullying/harassment may include:**

- Verbal, physical, or written abuse or aggression;
- Implied or explicit threats to cause harm to another student or damage personal property;
- Demeaning remarks, jokes, name-calling, teasing, or other actions;
- Unwelcome sexual advances, requests for sexual favors, or other conduct of a sexual nature;

- Unwanted negative remarks about a person's ethnicity, race, religion, gender, or sexual orientation;
- Social isolation or manipulation;
- Use of electronics, including the internet, social media sites, and cellphones, to intimidate or threaten another student;
- Posting harassing messages, direct threats, social cruelty, or other harmful texts, sounds, or images on the internet, including social networking sites;
- Posting or sharing false or defamatory information;
- Posting private information about another person or sharing photographs without his/her permission; or
- Spreading hurtful or demeaning materials created by another person (e.g., forwarding offensive emails or text messages).
- Participating in hazing activities that subject a person to physical or mental brutality or humiliation associated with participation or membership on a team or organization.
- Retaliating against someone for complaining that they have been bullied or harassed.

The school will promptly and reasonably investigate allegations of bullying and harassment that are reported. Students who feel they are victims of harassment or have witnessed others being harassed should report this immediately to the administration or other school personnel. They may also report to the **District's anonymous tip line: (800) 924-7233**. Students who are found to be in violation of this policy are subject to discipline, up to and including suspension and expulsion.

#### **DISTRICT POLICY ON DISCRIMINATION, HARASSMENT, INTIMIDATION AND BULLYING**

Every student is entitled to a safe school environment free from discrimination, harassment, intimidation, and bullying. The District's policies on discrimination, harassment, intimidation, and bullying can be accessed on the District's website. Copies are available in the school office. The policies include:

BP/AR 5145.3 – Nondiscrimination  
 BP/AR 1312.3– Complaints Regarding Discrimination  
 BP/AR 5131 – Conduct  
 BP/AR 5131.2 – Anti Bullying  
 BP/AR 5145.7 – Sexual Harassment

Buena Park High School and The Fullerton Joint Union High School District prohibit bullying. Bullying is defined in Education Code Section 48900(r). This includes, but is not limited to, discrimination, harassment, intimidation, and bullying based on the actual or perceived characteristics set forth in Penal Code Section 422.55 and Education Code Section 220, and disability, gender, gender identity, gender expression, nationality, race or ethnicity, religion, sexual orientation, or association with a person or group with one or more of these actual or perceived characteristics. School personnel must immediately intervene if they witness an act of discrimination, harassment, intimidation, or bullying, provided it is safe to do so.

Buena Park High School District does not tolerate discrimination on the basis of race, color, religious background, national origin or ancestry, ethnic group identification, marital or parental status, gender, sex, age, physical or mental disability, gender preference or sexual orientation or the perception of one or more such characteristics, or economic status in the educational programs or activities which it operates for its students. District Compliance Officers: The Governing Board designates the following compliance officer(s) to receive formal and informal complaints from constituents, including students, and investigate them to ensure district compliance with the law (Title II, V, IX, Title 5, Section 504 of the Rehabilitation Act): Dr. Sonje Berg, Principal, 714-992-8601, [sberg@fjuhsd.org](mailto:sberg@fjuhsd.org); Mr. Whitten, Executive Director, Administrative Services 714-870-2871; [awhitten@fjuhsd.org](mailto:awhitten@fjuhsd.org); Dr. Sylvia Kaufman, Assistant Superintendent, Educational Services 714-870-2840; [skaufman@fjuhsd.org](mailto:skaufman@fjuhsd.org).

Acts of discrimination, harassment, intimidation, or bullying should be brought to the Principal's attention. You may make an anonymous complaint by contacting the principal or the District's Nondiscrimination/Anti-Bullying Coordinator or call anonymously 1-800-924-7233. If there is sufficient corroborating information, the District will commence an investigation. Students and parents also may contact the District's Nondiscrimination/Anti-Bullying Coordinator: Executive Director of Administrative Services Mr. Whitten, 714-870-2871; [awhitten@fjuhsd.org](mailto:awhitten@fjuhsd.org); Complaints will be considered confidential. However, it may be necessary to disclose certain information to investigate effectively. Students who violate the District's policies on discrimination, harassment, intimidation, and bullying may be subject to discipline, including suspension and/or expulsion. The District prohibits retaliation against individuals who make complaints or provide information related to such complaints.

### **REASONS FOR SUSPENSION/EXPULSION**

Section 48900 of the California Education Code includes the following reasons for suspension:

- Caused, attempted, or threatened to cause physical injury to another person.
- Willfully used force or violence upon another except in self-defense.
- Possessed, sold or otherwise furnished, any firearm, knife, explosive or other dangerous object.
- Unlawfully possessed, used, sold, or otherwise furnished or been under the influence of a controlled substance.
- Unlawfully offered, arranged, or negotiated to sell a controlled substance, alcoholic beverage, or an intoxicant of any kind, and either sold, delivered, or otherwise furnished to a person an imitation.
- Committed or attempted robbery or extortion.
- Caused or attempted to cause damage to school or private property.
- Stole or attempted to steal school or private property.
- Possessed or used tobacco, or products containing tobacco or nicotine products.
- Committed an obscene act or engaged in habitual profanity or vulgarity.
- Unlawfully possessed, or unlawfully offered, arranged, or negotiated to sell drug paraphernalia.
- Disrupted school activities or otherwise willfully defied the valid authority of school personnel.

- Knowingly received stolen school property or private property.
- Possessed an imitation firearm.
- Committed or attempted to commit a sexual assault or sexual battery.
- Harassed, threatened, or intimidated a student who is a complaining witness or witness in a school disciplinary proceeding.
- Unlawfully offered, arranged to sell, negotiated to sell, or sold the prescription drug Soma.
- Engaged in, or attempted to engage in, hazing.
- Engaged in the act of bullying, including, but not limited to, bullying committed by means of an electronic act.
- Aided or abetted the infliction of physical injury to another person.
- Committed sexual harassment.
- Caused, attempted to cause, threatened to cause, or participated in the act of, hate violence.
- Intentional harassment, threats, intimidation or creating a hostile educational environment.
- Made terroristic threats against school officials and/or school property.
- Unlawfully offered, arranged to sell, negotiated to sell, or sold steroids or other performance-enhancing substances.

The following violations of EC 48915(c) require mandatory suspension and a recommendation for expulsion:

- Possessing, selling or otherwise furnishing a firearm.
- Brandishing a knife at another person.
- Unlawfully selling a controlled substance.
- Committing or attempting to commit a sexual assault.
- Committing sexual battery.
- Possession of an explosive.