

# QCHS

## Student Handbook



2024 ~ 2025

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# QUEEN CREEK HIGH SCHOOL

2024-2025

Student Handbook

*"High Achievement in a Safe and Caring Environment"*



**Principal:** Mr. Scott Lovely

**Assistant Principal:** Mr. Jim Richardson

**Assistant Principal:** Mr. Jeffrey Kain

**Athletics Director:** Mr. Chris Driving Hawk

**Dean of Students:** Ms. Tara Bernier

**Address:** 22149 E. Ocotillo Road, Queen Creek AZ 85142

**Front Office :** (480) 987-5973

**Attendance :** (480) 987-5967

**Fax :** (480) 882-1276

**Web site :** [www.qchs.qcusd.org](http://www.qchs.qcusd.org)

**Queen Creek High School**



## Queen Creek High School

(480) 987-5973 | [www.qchs.qcUSD.org](http://www.qchs.qcUSD.org) | 22149 East Ocotillo Road, Queen Creek, AZ

### Greetings Bulldog Family,

My name is Scott Lovely, and I am excited to introduce myself as principal of Queen Creek High School. I am honored to be joining the Bulldog family and am enormously proud to have been chosen to lead such an amazing school and school community. I bring with me 18 years of experience in education as an administrator, teacher, and head basketball coach, and I have a strong passion for academic excellence, and personal growth, as well as a focus on creating a safe and supportive learning environment where students can thrive and leave college and career ready.

As educators, we must empower students to reach their full potential to become the best version of themselves. I appreciate the support of all stakeholders and understand it takes an atmosphere of collaboration to ensure our students' needs are met daily. Great schools are the result of great teachers, and my primary goal is to continue to support the teachers at Queen Creek High School and to provide them with the tools they need to continue to be successful and help our students grow and prosper.

In addition to working with our students, I am excited to develop a partnership with parents. As a parent myself, I understand the challenges and rewards that come with the relationships with our children. I assure you that my door is always open, and I welcome your positive contributions to our learning community. I hope that our collaboration will foster the absolute best learning experience for your children.

Queen Creek High School has a rich tradition of success in academics, arts, and athletics. At QCHS, students have the opportunity to engage in honors, Advanced Placement (AP), Career and Technical Education, and dual enrollment courses designed to prepare students for post-secondary success. We have a wide array of clubs and activities and are proud participants in the AIA 6A athletic conference. This is the time of life that affords students the opportunity to explore multiple avenues enabling them to identify their passion. I strongly encourage each of them to make the most of their Bulldog experience by getting involved in the many extracurricular activities we offer.

Together, I look forward to growing our continued success as we strive to be an "A" school that models excellence in all capacities. I am excited to serve as principal and encourage all stakeholders to be involved in our school. Please like our [Facebook](#) page and follow us on [Twitter](#) and [Instagram](#) to receive frequent and live updates. Your support of Queen Creek High School is appreciated and vital for our continued success. If you have any questions, please do not hesitate to visit or contact our school.

Welcome to Queen Creek High School! We are proud to have you as part of our Bulldog family and look forward to our journey together!

Sincerely,

Scott Lovely  
Principal  
Queen Creek High School

## Queen Creek High School

## **Mission Statement**

**Empowering a community of lifelong learners who embody pride, integrity, and excellence in all pursuits.**

## **Vision Statement**

**Queen Creek High School, in partnership with our students, parents, and community, will prepare all students to be college and career ready by fostering pride in self and school through the use of innovative and challenging curriculum taught in a safe and caring environment.**

## **Guiding Principles**

**We value students.** Each child is unique. We provide an environment where individuality and talents are respected and each student's greatest potential will be attained.

**We value quality teachers.** We strive to recruit, retain, and support excellent teachers. Our staff should be highly qualified and credentialed professionals who consistently develop their skills and knowledge of instructional practices for the benefit of their students.

**We value small class sizes.** We believe small classes provide the best learning environment for students and teachers.

**We value our community's history.** We strive to uphold a sense of tradition, citizenship, integrity, and a strong work ethic.

**We value quality education.** We provide the best education for each student by challenging, supporting, and preparing them for the 21<sup>st</sup> century; to be innovative and culturally educated; and to be lifelong learners.

**We value college and career readiness.** Students will graduate with critical thinking, problem-solving, technical, and leadership skills along with the ability to communicate globally.

**We value opportunities for students to participate.** We provide multiple opportunities for students to participate in high-quality extra- and co-curricular activities.

**We value family and community involvement.** Their support is critical to our overall success.

## **2024-2025 QCHS Event Calendar**

July 18	Meet the Teacher Night
July 22	First Day of School for Students
September 2	Labor Day – No School
September 27	Quarter 1 Grades - Early Release
Sept. 30-Oct. 11	Fall Break - No School
October 14	School Resumes
November 11	Veterans Day – No School
November 27-29	Thanksgiving Holiday – No School
December 18-19	Semester 1 Final Exams – Early Release
December 20-January 3	Winter Break - No School
January 6	School Resumes
January 15	Civil Rights Day - No school
February 17	President's Day - No School
March 7	Quarter 3 Grades - Early Release
March 10-21	Spring Break – No School
March 24	School Resumes
April 18	April Break - No School
May 21	Semester 2 Final Exams – Early Release
May 22	Semester 2 Final Exams - Early Release
May 22	Last Day of School
May 22	Graduation

## 2024-2025 QCUSD Calendar

July 2024						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

18 Meet the Teacher  
22 First Day of School

January 2025						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

1-3 Winter Break - No School  
6 Return to School  
20 Civil Rights Day - No School

August 2024						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

February 2025						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

17 Presidents Day - No School

September 2024						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

2 Labor Day - No School  
26 Elem/JH Early Release (excluding EHS/CHS)  
27 Early Release All School  
30 Fall Break - No School

March 2025						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

6 Elem/JH Early Release (excluding EHS/CHS)  
7 Early Release All School  
10-21 Spring Break - No School  
24 Return to School

October 2024						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

1-11 Fall Break - No School  
14 Return to School

April 2025						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

18 April Break

November 2024						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

11 Veteran's Day - No School  
27-29 Thanksgiving - No School

May 2025						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

22 Last Day of School

December 2024						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

2 Return to School  
19 Early Release All Schools  
20-31 Winter Break - No School

June 2025						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

Return to School	No School
Early Release	Last Day of School: 05/22/25
ELEM/JH Early Release	JHHS Early Release



# BELL SCHEDULES

## Regular Bell Schedule

<b>Period</b>	<b>5th Hour:</b> EVIT, English, Science, Social Studies, World Languages, Yearbook, Passport, Pathways, AVID	<b>6th Hour:</b> Math, PE, JROTC, CTE, Fine Arts, Seminary, Life Skills, Academic Skills
<b>0</b>	6:30 - 7:20	6:30 - 7:20
<b>1</b>	7:25 - 8:17	7:25 - 8:17
<b>2</b>	8:22 - 9:14	8:22 - 9:14
<b>3</b>	9:19 - 10:11	9:19 - 10:11
<b>4 - Achievement Hour</b>	10:16 - 10:49	10:16 - 10:49
<b>*EVIT Released at 10:30 for Lunch*</b>		
<b>5</b>	10:49 - 11:19 ( <b>Lunch</b> )	11:24 - 12:21 ( <b>Class</b> )
<b>6</b>	10:54 - 11:51 ( <b>Class</b> )	11:51 - 12:21 ( <b>Lunch</b> )
<b>7</b>	12:26 - 1:18	12:26 - 1:18
<b>8</b>	1:23 - 2:15	1:23 - 2:15



## Early Release Bell Schedule

<b>Period</b>	<b>5th Hour:</b> EVIT, English, Science, Social Studies, World Languages, Yearbook, Passport, Pathways, AVID	<b>6th Hour:</b> Math, PE, JROTC, CTE, Fine Arts, Seminary, Life Skills, Academic Skills
<b>0</b>	6:30 - 7:20	6:30 - 7:20
<b>1</b>	7:25 - 8:03	7:25 - 8:03
<b>2</b>	8:08 - 8:46	8:08 - 8:46
<b>3</b>	8:51 - 9:29	8:51 - 9:29
<b>5</b>	9:29 - 9:59 ( <b>Lunch</b> )	10:04 - 10:49 ( <b>Class</b> )
<b>6</b>	9:34 - 10:19 ( <b>Class</b> )	10:19 - 10:49 ( <b>Lunch</b> )
<b>7</b>	10:54 - 11:32	10:54 - 11:32
<b>8</b>	11:37 - 12:15	11:37 - 12:15

# ATTENDANCE



## **Attendance/Tardy Policy**

Students must attend school each day unless parents or guardians have authorized the absence. Arizona State law (§15-8072. A, §15-803.(E)) requires every person who has custody of a child between the ages of six and sixteen years to make sure the child attends school for the full time school is in session unless unable to attend due to illness or another legitimate reason. In order for absences relating to illness, doctor appointment, bereavement, family emergencies, or school approved family vacation to be counted as excused absences, the school should be notified in advance or at the time of the absence by the parent/guardian. The minimum attendance standard for the Queen Creek Unified School District is 90% of all scheduled class meetings. Cases involving prolonged illness or unusual circumstances will be reviewed by the administration upon parental request. Students absent ten (10) unexcused consecutive days will be withdrawn.

The CUTS program has proven that the collaboration between the school, parents, student, and the probation department is effective in reducing truancy and subsequently curbing delinquent activity. The **CUTS (Court Unified Truancy Suppression) Direct-Cite Program** provides schools with a protocol, forms and support from the juvenile probation department. The protocol encourages the school to work with students exhibiting truant behavior via letters and conferences. If these attempts prove to be unsuccessful, the school then initiates a DIRECT-CITE Truancy Citation to the student with a hearing scheduled at the Juvenile Court Facility. The 22 CUTS LITE (Limited Intervention to Educate) Program was designed to deal with younger students to address the issue of truancy with them prior to a citation being issued. This program also provides a protocol, forms and support in addition to a "Pre-Citation conference" attended by the parent, student, school official and probation officer. The conference provides an opportunity to educate the parent and the student in regard to truancy laws and allows a forum to determine the specific needs of the student. The CUTS LITE conference can be offered to students who are experiencing truancy issues and who are not responding to the school's efforts to curb truant behavior.

## **Steps to follow when absent**

Parent/Guardian should call the Attendance Office at **480-987-5967** as early as possible each day the student is absent. The Attendance Office opens at 6:30 a.m. Parent/Guardian should call by 9:30 a.m., or the automated phone caller will notify the parent/guardian. Any absence not excused within 48 hours will be considered unexcused.

## **Makeup Work/Late Work**

It is the student's responsibility to initiate scheduling for make-up work if the student is absent for a field trip, athletic event, or any other planned absence. Any work due on the day of a planned absence should be submitted per the deadline unless prior communication with the teacher has taken place.

**Excused absence** - Students will be allowed the number of days absent to make up the assignments without penalty.

## **1st Hour Tardy Sweep**

**What is Tardy Sweep?** "Sweep" or "Tardy Sweep" is a proven method used by many traditional high schools to reduce the number of student absences and tardies, resulting in increased learning time with few classroom disruptions.

**Why Tardy Sweep?** Education and safety are our two top priorities. Sweep addresses both. As always, safety at QCHS is our first priority. This program will reduce the number of students in the hallways and will assist everyone in moving through the school safely and expeditiously.

Additionally, we know that students who are in class, on time, and prepared are more likely to be successful. Research has shown that schools implementing a Sweep program have reduced tardies by more than 90% in as little as five weeks, thereby increasing instructional time and momentum - in some cases, gaining the equivalent of three extra days per year per student.

### **What are the benefits of 1st Hour Tardy Sweep?**

- Reduces tardiness, absenteeism, and classroom disruptions
- Reduces office referrals, in-school and out of school suspensions
- Curtails misbehavior in common areas
- Improves faculty and staff morale by unifying staff with a common purpose: more students in class and learning
- Enhances safety on campus and contributes to an overall improvement of school climate and culture
- Increases and maximizes instructional time
- Fewer classroom disruptions to the learning of others

**When does the 1st Hour Tardy Sweep begin and where will students go?** Students who are late to their 1st hour class will be sent to the cafeteria for the remainder of the 1st hour. Once the 2nd hour bell rings, students are free to attend their 2nd hour class.

**Will my child be able to make up any work missed if they are in Tardy Sweep?** It is the student's responsibility to meet or communicate with their 1st hour teacher to ask for missed assignments prior to 3pm on the same day they were swept.

**What if my child has an assignment due?** After signing in to tardy sweep, students will fill out a brief form, attach it to their assignment, then drop it in the basket to be delivered to teachers' mailboxes.

**What if my child has a test?** Students who have a test on a day they are swept will notify the cafeteria supervisor immediately and will be given a pass to class. The student will make up the detention at another time.

**How can my child avoid being sent to Tardy Sweep?** If students are tardy (up to 10 minutes late) to 1st hour due to a doctor's appointment or other unavoidable circumstances, they must present a doctor's note upon check-in with the attendance office OR be physically accompanied by a parent/legal guardian (phone calls/written notes from parents will not suffice). These students will still be marked "tardy excused", but will be sent to class with a pass from the attendance office.

If a student is more than 10 minutes late due to doctor's appointments or other unavoidable circumstances, they must present a doctor's note upon check-in with the attendance office OR be physically accompanied by a parent/legal guardian (phone calls/written notes from parents will not suffice). These students will be marked "excused" absent and sent to class with a pass from the attendance office.

**What happens if my child is swept more than once?**

- Each student gets two (2) warning tardy sweeps.
- Three (3) tardy sweeps = 1 lunch detention
- Four (4) tardy sweeps = after school detention from 2:20pm-3:15pm
- Five (5) tardy sweeps = Saturday Detention from 8-11am
- Six (6) tardy sweeps = 1 day of In-School Suspension

# Counseling and College and Career Center

The Queen Creek High School Counseling and College and Career Center offers services to students in three major domains: academic advisement, career guidance, and personal/social development. Counseling and College Career Center services are available for all students, their parents, and school staff.

- **Academic Advisement Services** include assistance with high school registration, placement, four-year planning, and progress monitoring. Further, each student will have access to information about post-secondary opportunities, including college selection, admission procedures and financial aid applications. Specific scholarship information can be obtained through the counseling office. If you are interested in a scholarship, or other financial aid, contact the counselor as soon as possible. Information on colleges, careers and scholarships are found online at [www.qchs.qcusd.org](http://www.qchs.qcusd.org).
- **Career and College Center** will focus on helping students to identify their career interests and aptitudes, providing information on the entire spectrum of career options, and suggesting course selections that will prepare students for chosen career areas. All students will be required to complete an Education Career Action Plan (ECAP). Additionally, students interested in attending a college, university, or technical/trade school are encouraged to see their counselor or a college and career specialist. Students may be:
  - Advised of school entrance requirements and necessary paperwork to begin the admission process
  - Assisted with preparing for entrance exams (SAT/ACT/Accuplacer)
  - Given financial aid information
  - Assisted with financial aid forms
  - Taken on field trips to various school campuses to help students with making informed decisions about where to obtain post-secondary education and training
  - NCAA Eligibility Center can be accessed through the QCHS Counseling website on the [www.qchs.qcusd.org](http://www.qchs.qcusd.org).
- **Personal Counseling:** Students are encouraged to consult with the counselor and/or school psychologist on an individual basis when they are faced with a problem or concern which so preoccupies them that they are unable to deal with the demands of school and home life.
- **Students in Distress:** Students in distress who are reporting or exhibiting great pain, anxiety, depression, physical or mental suffering or are expressing suicidal/ homicidal ideations will be referred to the school counselor or social worker and the Student in Distress Protocol will be followed to help students and parents get the appropriate treatment and intervention.

# **General Student Information**

## **ACTIVITIES PROGRAM**

Queen Creek High School offers extensive opportunities for all students to participate in the activities of their choice as an integral part of their school program. Club and class experiences are designed as an extension of the academic needs and interests of all students.

## **AREAS RESTRICTED TO STUDENTS**

The following areas are restricted to students during the school day. A written pass (from administration or designee) is required for student access to:

- **Parking lot**
- **Gym, gym hallways, and locker rooms (unless assigned to a class).**
- **Athletic fields/facilities (unless assigned to a class)**
- **Classrooms they are not assigned to**
- **Performing Arts Center (unless assigned as a class)**
- **Hallways during lunch, class time, before or after school**
- **LDS Church parking lot or building unless assigned to a class or parking.**

## **ATHLETICS**

Please refer to the Queen Creek High School Athletics website at [QCHS Athletics](#)

## **BOOKSTORE**

Chromebooks and/or textbooks will be distributed to new students at the beginning of the school year. Students who have outstanding chromebooks/textbooks will not be issued additional items until the outstanding items are either returned or paid for. Students are required to pay for all lost or damaged chromebooks/textbooks. This includes defacing or removing bar codes. Students are responsible for returning the EXACT chromebook/textbook that was checked out to them. Barcodes must match, or credit will not be given for the returned book/chromebook. Chromebooks that are returned without a charger will have a \$40 replacement fee billed to the student's account.

All fees, such as lost book payments, class fees, athletic fees, and parking fees, are paid in the Bookstore. NO REFUNDS WILL BE GIVEN AFTER 9 WEEKS FROM THE BEGINNING OF THE SCHOOL YEAR. If a class is dropped, or if a student requires a refund for any reason, the student MUST REQUEST IT WITHIN 9 WEEKS OF SCHOOL STARTING.

All outstanding debts must be paid BEFORE "extras" can be purchased/paid for. "Extras" include items such as: parking permit, yearbook, field trips, sports, etc.

## **BUS PASSES**

Any student wishing to ride a bus, other than their normally scheduled one, will need to obtain a bus pass from the front office by the end of lunch hour. A note written and signed by a parent (student name, bus number, who student is riding with or bus stop, contact number and date) requesting their child to ride a different bus must be submitted. No phone calls will be accepted for bus passes except in emergency situations. The front office will issue a temporary bus pass for students who have forgotten their student ID.

## **CLOSED CAMPUS**

Queen Creek High School is a closed campus. Students may **NOT** leave the campus once in school or during lunch. Parents who sign out their students must do it through the Attendance Office. Once school has started, any student needing to leave school, without a parent/guardian present to sign them out, will need to have a written and signed note from parent/guardian or a phone call placed to the Attendance Office. Students must sign out through the front office and obtain an off campus pass before leaving. EVIT students who plan to ride the bus to EVIT must remain on campus until the EVIT bus departs. Leaving campus and returning to ride the bus is prohibited. Students will not be allowed on the bus if they have left campus.

## **CLUBS AND ORGANIZATIONS**

For a list of current clubs and organizations, please consult the administration office.

## **COMMUNICATION**

If a parent/guardian needs to contact their son or daughter, during the regular school day, please contact 480-987-5973. We respectfully request that parent/guardian only do this in the case of an emergency. There is a designated phone in the front office for student emergency use only. Parents are discouraged from calling or texting their son/daughter's cell phone during the school day, as cell phones are not allowed during class time.

## **DRESS CODE**

Please refer to QCUSD's Family Handbook for guidelines at [QCUSD Family Handbook](#). In addition, the following are prohibited at QCHS, unless they have been approved by administration for a spirit week.

- Masks
- Face Paint
- Costumes
- Capes

## **EMERGENCY PROCEDURES**

State law requires that all schools practice evacuation drills. The purpose of these drills is to acquaint all students with the different exits depending on the area they may be in at the time of the evacuation drill. In case of an evacuation drill, students must exit in an orderly, efficient manner. In the unlikely event of a fire, bomb or other emergency requiring the evacuation of the building, notification will be given by sounding the fire alarm, making an announcement over the public address system, or sending a message in the case of a power outage. When notification is received, students should follow the evacuation plan posted in their rooms. When there is an emergency lockdown situation, students and teachers will follow the A.L.I.C.E. protocol until further notice.

## **FIELD TRIPS**

Field trips are an earned educational privilege and are aligned with Arizona State Standards. Students attending a school related field trip must turn in a signed permission slip on the required due date, pay non-refundable entrance fees, follow school appropriate dress code and school policies. In addition, the schools may provide additional non-educational field trips for students who have met specific requirements for various programs/clubs.

## **FINAL EXAMS**

- All students are required to take the final exam during the designated exam period. The district calendars are planned over a year in advance, so please plan accordingly.
- Only students with an excused absence will be allowed the opportunity to make up their final exam.
- An excused absence during final exams is defined as an illness, family death or funeral only (documentation will be required).
- Students with an excused absence during the 1<sup>st</sup> Semester exam week must make up their final exam(s) within two (2) weeks after the start of the second semester.
- Students who are absent on the day of the final exam will receive a zero on the final exam. Once the student makes up the exam, the teacher will submit a grade change to the registrar.



## **FOOD IN CLASSES**

Food or drinks may be allowed in the classroom with teacher permission, however drinks must be in a sealed container.

## **GRADUATION STOLES CRITERIA**

- Only QCHS approved regalia may be worn at QCHS Graduation.
- Please refer to QCUSD Governing Board Policy 5-302 for additional information regarding attire.

## **HEALTH SERVICES**

Please refer to QCUSD's Family Handbook for guidelines and information at [QCUSD Family Handbook](#).

## **IDENTIFICATION CARDS**

Students are required to have their student I.D. card on their person while on campus. ID cards that are damaged or defaced will be required to be replaced at the student's expense. Replacement I.D. cards are \$5.00 and can be purchased at the Bookstore.

## **ITEM DROP OFF**

Items needed by your student during the school day are to be dropped off at the Front Office. Students will be notified to pick up deliveries between class periods or at lunch. Balloons and celebratory items are limited to one or two items.

## **LOCKERS**

PE lockers are issued to students involved in PE, athletics, and some CTE classes. Student lockers are school property and remain at all times under the control of the school. However, students are expected to assume responsibility for the security of their lockers, which will require a student to purchase a lock. **The lock MUST be purchased from the QCHS bookstore. Students should protect their property by keeping their locker locked, guarding the combination, and NOT sharing lockers.** Administration will **not** investigate the theft of items not in a locked locker. School authorities may conduct inspections of lockers at any time, for any reason and without notice, without student consent and without a search warrant. Students should not plan on storing books in PE lockers because lockers are limited in use to PE classes. **Students enrolled in any athletic class are expected to dress out.**

## **LOST & FOUND**

Items which are lost and recovered may be claimed in the front office. Any unclaimed items may be donated to charity at the end of each semester.

## **LOST OR DAMAGED SCHOOL BOOKS/PROPERTY**

Students who sign-out textbooks, library books, or other school property are held responsible for such property and must pay the replacement value if the property is lost or damaged. Students are responsible for returning the items that they checked out.

## **LUNCH**

We are a closed campus and this includes lunch. Each student is responsible for cleaning their table and the area at which she/he eats. **During lunch hours, the designated lunch areas are in the cafeteria and the courtyard. Students are prohibited from being inside buildings and restrooms inside buildings during lunch.**

Students are prohibited from ordering food for delivery from restaurants, as well as using delivery services such as Uber Eats, DoorDash, Postmates, etc. during the school day. Please note that due to allergy restrictions and food and nutritional health requirements, students are not permitted to share outside food with each other.

## **PARKING**

~~The Queen Creek Unified School District provides limited bus transportation.~~ In order to maintain a safe campus environment, regulate student use of vehicles during school hours, and minimize the chances of vandalism, the following regulations have been established:

- There are a limited number of parking passes. 11<sup>th</sup> and 12<sup>th</sup> grade students will be sold parking passes first. This will be on a first-come, first-served basis. 10<sup>th</sup> grade students will then be able to purchase the remaining permits. There will be no additional parking permits available once the yearly allotment is sold out.
- All student-driven motor vehicles, including motorcycles, must be registered with the bookstore and parked in the designated student parking spot. Students may not park in any other lots/spots on campus during the school day without permission from administration or security. Registration of vehicles needs to be completed prior to parking on campus.
- Before a student is issued a parking permit, he/she must register the vehicle in the Bookstore, pay a \$75.00 registration fee and complete a parking contract.
- Students are issued a vehicle tag. This tag must be visible & in the vehicle at all times.
- Students may NOT be in the parking areas or vehicles during the school day without SPECIFIC WRITTEN PERMISSION from the Administrative Office. This includes lunch hours and breaks.
- Student-driven vehicles are not allowed in bus-loading areas.
- Students who drive trucks are NOT permitted to have passengers in the bed of the truck while on school grounds.
- Parking privileges may be temporarily suspended or revoked if, but not limited to, one of the following occurring: reckless driving, failure to drive courteously, failure to provide adequate seating/seat belts for passengers, **failure to respond to school rules and authorities**, intentionally damaging other vehicles, and leaving campus without approval.
- The school is not responsible for vehicles or a vehicle's contents parked on school grounds. **VEHICLES PARKED ILLEGALLY MAY BE TOWED or Booted** at the owner's expense.
- Vehicles should NOT be used for lockers. Thus, once a student has begun school, he/she shall not return to the vehicle until his/her school day is over. Students are not permitted to sit in cars, eat lunch in cars, or loiter in the parking lot.
- No parking is allowed in surrounding neighborhoods.

## **PASSES**

Students must have a pass from the period teacher to which they are assigned, in order to be out of class. Students must check-in and receive permission from the period teacher in order to leave for any other activity including the restroom.

## **PERSONAL PROPERTY**

Any personal property including instruments (music, electronic, etc.) or other materials for classroom use or demonstration, brought on, or left on the school premises is **at the risk of the owner. The school is not responsible for personal property brought on to QCHS campus or at a school event.**

Personal belongings that are not directly related to the educational process are **NOT** allowed to be used during class time without teacher permission. This includes but is not limited to:

- **Electronic devices such as cell phones, etc.**
- **Recording with cameras, video cameras, or cell phones are not permitted without prior administrative approval.**
- Cell phones used without permission during class time for non-educational purposes may be confiscated.
- No electronic device of any kind is permitted during state and district assessments.

Items that are deemed inappropriate and interrupt the educational setting will be confiscated. These items will be returned at the end of the school day or parent/guardian pick up may be required as per teacher discretion.

## **RESTROOMS**

No more than one person shall be in the same bathroom stall at the same time under any circumstances. Students may not loiter in the restrooms. Students shall use the restroom facilities and immediately leave. Violations will result in disciplinary consequences. Students are encouraged to report any unusual behaviors/activities to a staff member.

## **SCHOOL LIBRARY**

The use of the school library is a privilege. The library is open before school, lunch, and after school. To use the library during class, all students must have an ID and a pass from the teacher whose class the student is missing. Students must sign in at the circulation desk regardless of time of day.

Library fines for late books will be assessed on late materials at \$ .10 a day per book. Additional fines will occur for lost or damaged materials up to the replacement cost of the material. Computers are available for student use. Printing fees are \$ .10 per page. Students may not play games on the computers unless the game is part of an educational program.

## **SEIZURES**

School authorities shall seize illegal items or other possessions reasonably determined to be a threat to the safety and security of others. Items seized may be held by the school, returned to the parents, or turned over to the police. School records should reflect all items seized.

## **STUDENT/PARENT - TEACHER COMMUNICATION**

Student/Parent concerns about a class or teacher (grades, assignments, communication, etc) should be communicated first with the teacher. Any subsequent unresolved concerns should then be communicated to the department chair. Administration may be contacted as a final resort.

## **STUDENTVUE**

QCHS uses the secure site, StudentVue to post student grades. You can login at any time to check your student's current grades and missing assignments. To access the website go to <http://qcsvue.apsc.org> and type your student's name and password. Please make sure your contact information is up-to-date. This system is a great way to keep communication open between teacher, student and parents.

## **THREAT ASSESSMENT**

Queen Creek High School has a threat assessment team that convenes when necessary. Every instance of threatening behavior will be treated seriously and investigated thoroughly to determine whether a threat exists under the threat assessment process. According to the outcome of the threat assessment, a safety plan may be developed, victims may be notified and/or disciplinary consequences may be assigned.

## **TUTORING ASSISTANCE**

Various forms of student assistance are available, including NHS peer tutors. Each department will have a tutoring schedule available. Please see the department chair for more information. Students experiencing academic difficulty should talk with their teacher(s) and see their guidance counselor for support.

## **VIDEO SURVEILLANCE**

QCHS utilizes security cameras for the protection of its students, staff, visitors and property. The cameras may be in a school's common areas, hallways, building entrances/exits, and parking lots and may capture student conduct in those areas. Cameras are not located in traditionally private settings, such as bathrooms and locker rooms. Access to video recordings is limited to school administration for responding to and investigating safety and security concerns on campus, although they may be shared with law enforcement upon request or as may be required by law. Students shown on camera violating District Policy or the Code of Conduct may be assigned the consequence(s) as may be applicable.



## VISITORS TO CAMPUS PASSES

**ALL VISITORS MUST CHECK IN THROUGH THE FRONT OFFICE.** Students will not be permitted to bring non-QCHS students to the campus at any time during the school day. Parents/Guardians wishing to visit classrooms must have administrative approval in advance of the requested visit. Our commitment to academic excellence and school safety necessitates the school establishing this procedure.

**\*\*\*Please see the QCUSD Family Handbook for more information regarding District Wide policies and procedures\*\*\***

# What's Bullying and what's not?

Balance of power		
Healthy peer relationship	Normal range of conflict situations (not bullying)	Bullying
<ul style="list-style-type: none"><li>* Kids having fun together on the playground.</li><li>* Calling to invite a friend over.</li><li>* Going to a movie together.</li><li>* Invite someone to sit by you at lunch.</li><li>* Playing a game together.</li><li>* Invite someone to play on campus.</li><li>* Be a good listener.</li><li>* Include others.</li></ul>	<ul style="list-style-type: none"><li>* Equal power of friends.</li><li>* Happens occasionally.</li><li>* Generally not serious.</li><li>* Equal emotional reaction.</li><li>* Not seeking power or attention.</li><li>* Generally not trying to get something.</li><li>* Remorse and will take some responsibility.</li><li>* Effort to solve the problem.</li></ul>	<ul style="list-style-type: none"><li>* Repeated negative actions.</li><li>* Imbalance of power, not friends.</li><li>* Purposeful, serious with threat of physical or emotional harm.</li><li>* Strong emotional reaction from victim and little or no emotional reaction from bully.</li><li>* Seeking power, control or may attempt to gain material things.</li><li>* No remorse - blames victim.</li><li>* No effort to solve problem.</li></ul>

Bullying may occur when a student or group of students engages in any form of behavior that includes such acts as intimidation and/or harassment that:

- \* Has the effect of physically harming a student, damaging a student's property or placing a student in reasonable fear of harm or damage to property.
- \* Is sufficiently severe, persistent or pervasive that the action, behavior or threat creates an intimidating, threatening or abusive environment in the form of physical or emotional harm.
- \* Occurs when there is a real or perceived imbalance of power or strength.
- \* May constitute a violation of law.



# PBIS

## Positive Behavior Interventions and Supports

### The Bulldog Way

- Be Kind
- Be Respectful
- Show Integrity

#### What is PBIS?

Positive Behavioral Interventions and Supports (PBIS) is an evidence-based three-tiered framework to improve and integrate all of the data, systems, and practices affecting student outcomes every day.

One of the foremost advances in school-wide culture is the emphasis on school-wide systems of support that include proactive strategies for defining, teaching, and supporting appropriate student behaviors to create a positive school learning environment.

Listed below is the breakdown of both Minor Infractions and Major Infractions.

Minor Infractions-Teacher	Major Infractions-Administration
<ul style="list-style-type: none"><li>• Minor Disrespect</li><li>• Lack of motivation/lack of work</li><li>• Violation of classroom policies</li><li>• Leaving class without permission</li><li>• Harassment/intimidation/bullying</li><li>• Disruption/talking</li><li>• Not following directions/defiance</li><li>• Cheating/academic</li><li>• Tardies</li><li>• Dishonesty/plagiarism (but notifying admin)</li></ul>	<ul style="list-style-type: none"><li>• Major tech violations</li><li>• Verbal/physical abuse of staff</li><li>• Threats</li><li>• Vandalism</li><li>• Trespassing</li><li>• Excessive tardies/absences</li><li>• Drugs/alcohol/vaping</li><li>• Fighting</li><li>• Weapons</li><li>• Harassment</li><li>• Major disrespect</li></ul>

## **QCHS PBIS Behavior Expectation Matrix**

Expectations → ↓ Locations Rules	Be Kind	Be Respectful	Show Integrity
Classroom	Speak positively to and about others Show empathy Offer support	Use school appropriate language Use materials appropriately Be on time Use electronics with permission	Make smart choices Participate Complete your own work
Cafeteria	Welcome others to sit next to you Speak positively to and about others Share when others have nothing	Use school appropriate language Clean up messes Eat in designated areas	Make smart choices Wait your turn in line See something, say something
Office	Greet visitors Speak positively to and about others Be a school ambassador	Use school appropriate language Follow staff directions Use manners	Make smart choices Protect privacy Use equipment appropriately
Bathroom	Keep hands, feet, and objects to yourself Speak positively to and about others	Clean up messes Flush toilet after use Maintain privacy	Make smart choices See something, say something
Locker room	Keep hands, feet, and objects to yourself Speak positively to and about others	Use school appropriate language Maintain privacy	Make smart choices Only take your own items
Common areas	Treat others as you would want to be treated Speak positively to and about others	Use school appropriate language Clean up messes Follow staff directions	Make smart choices Use furniture as intended Be mindful of nearby instruction

**\*\*\*For more information about PBIS at QCHS, please visit our school's webpage\***

If immediate action is needed or this is an emergency, call 9-1-1.

For the suicide hotline, please call 9-8-8.

**In QCUUSD, we are all  
responsible for keeping our  
schools safe. Report weapons,  
drugs, violence anonymously.**

**Text or Call: 480-987-3130  
or Email: [qcsafehotline@qcusd.org](mailto:qcsafehotline@qcusd.org)**

This tip line is monitored during normal school hours.

The phone line is not answered by a live person. Callers leave messages.

Messages should pertain to student and school-related concerns.