

Venture High School Student Success Contract

Having voluntarily applied for, and having been accepted for admission into Venture High School, I _____ agree to adhere to all of the following provisions, policies, and guidelines:

1. I will obey all of the laws, regulations and rules of the state, local and district school authorities and to adhere to the guidelines presented in the student handbook.
2. I will follow all instructions or directives given to me by any Venture staff member.
3. I agree to attend all classes daily and to arrive on time ready to participate.
4. I will remain in class unless dismissed by the teacher, and may leave class only with the teacher's permission.
5. I understand that by leaving class without permission I may be dismissed from all classes for the remainder of the day and will be marked absent for all classes missed.
6. I understand that failure to maintain all requirements of the Venture Student Handbook may result in additional consequences given by the Dean of Students.
7. I understand that Honesty is the best policy regarding any and all situations that may arise. The Dean of Students and Staff request that all students be completely honest with themselves and others at all times. ***NOTE, being honest is a benefit here, it may benefit in the long run when dealing with the Dean of Students and Staff. It will NOT Benefit you if a lie is told, no matter how small.

Regarding number 7:

Parents Initials _____ Students Initials _____

ATTENDANCE POLICY

SETTING YOU UP FOR SUCCESS

Students are expected to be in class on time every day.

The staff and administration recognize that students may need to be excused from school for certain legitimate reasons. Legitimate absences include:

- *Medical, including appointments to doctors, clinics or hospitals.
- *Funeral or bereavement.
- *Court, in compliance with a court summons.
- *Ordinary illness.

Notification: Students who remain home due to ordinary illness must contact the school office by phone as early as possible. Students should provide a note, signed by the adult guardian, when returning to school.

Absences: Venture's concentrated schedule is designed to provide maximum credits in a short period of time. Consequently, good attendance is required. Students who miss more than 7 days in any 10-week marking period are at high risk of losing credit in those classes. Students who miss more than 7 days in any 10-week marking period may lose credit in those classes, and may be dropped from enrollment in those classes. Below are the list of definitions and requirements for detention.

1. DEFINITION OF EXCUSED AND UNEXCUSED ABSENCE

Excused absences include: medical, court, death in family, or exceptional circumstances. Absences shall be **documented** with doctor's notes, court notices, or other authorized documentation to verify absence.

· **Definition of Attendance Periods:** GRADING PERIOD = 10 weeks terms.

- Students who are absent for three (3) days during a 10 week quarter may be excused with a parent note. Three parent notes per 10 week semester will be accepted. The Dean of Students will make a determination for any exceptions to the attendance policy. **All other absences will be counted as unexcused.** Four (4) or more unexcused absences will result in consequences to be handed out by the Dean of Students. See possible consequences below. **(If a student is 17/18 years of age, living on their own, they must fill out a form in the office to be able to excuse themselves, this also will need to be approved on a individual basis by the Dean of Students).**
- More than three (3) consecutive excused absences per QUARTER is considered excessive, and a written statement of a licensed practicing physician verifying an illness or an injury must be provided, at that point the absence will be excused.
- After the First (1) unexcused absences within a term, parents/guardians will be notified. Parents, please, keep phone numbers and address current.
- Missing 30 minutes or more of a class constitutes an absence.

2. INCENTIVE FOR GOOD ATTENDANCE

Participation points shall be awarded and applied to each quarter exam. Points are based on classroom attendance (see details below).

0 days absent 5 points added to exam

1 day absent 4 points added to exam

2-3 days absent 3 points added to exam

4-6 days absent 2 points added to exam

7 or more days absent 0 points added to exam

Example: A student with a 79/C on his/her term exam and 0 absences would have 5 participation points added to his/her term exam grade making it an 84/B.

*Term exams may not exceed 100 points for grading purposes.

Tardies: Students are expected to arrive in class on time. Students who arrive late for class will be marked tardy. Four accumulated tardies, in excess of 10 minutes each are equal to one absence. Students who arrive more than 10 minutes late for class are required to meet with the Dean of Students before gaining permission to enter the class. In some cases, the student may not be allowed to enter the classroom, but must remain in the building until their next scheduled class. Students are required to make up all missing work.

Parents Initial's _____ . Students Initial's _____ .

3. COMMUNITY SERVICE FOR EXCESSIVE ABSENCE (Possible Option).

Four (4) unexcused absences will be in danger of losing credit for that term. The student may be given the opportunity to complete a community service task to regain "Good Standing" with the Venture High School Staff. The student will need to meet the requirements. The student requirements are:

1. 3 or less discipline referrals in that term.
2. Never received an Out of School Suspension from Venture High School. (Effective 2009/2010 school year).
3. An approval written recommendation from the subject teacher(s).

This is an opportunity for students to earn back a day if they meet requirements above and still be successful. Students may only make up 5 days worth of absences in each class.

Parents Initial's _____ . Students Initial's _____ .

4. TIME ALLOWED FOR MAKE-UP WORK

- Teachers must provide students at least 2 days to make up work when a class is missed. Time can be extended at the teacher's discretion.
- Long term assignment due dates and late penalties will be in accordance with the individual teacher's grading procedures.

5. OUT OF SCHOOL SUSPENSION

- The 1st suspension does not apply toward the 4 unexcused absences affecting the term grade. Any subsequent suspensions will count toward the 4 days.
- Make up work is allowed for credit for 1st suspension only. No make-up work will be accepted for credit for subsequent suspensions, but we strongly urge all students to make up work missed.

6. PROCEDURE FOR STUDENT RETURNING FROM ABSENCE

Upon returning to school, students are to report to the office with a note or other appropriate documentation. **Students must turn in a note or other documentation explaining an absence within 48 hours of the student's return to school.** Otherwise the absence will be considered as unexcused. If this is the case, the student will be considered truant and appropriate consequences will be administered.

7. TARDY POLICY – Per Grading Period (4 tardies = 1 unexcused absence)

*A student is considered tardy to class after the bell rings unless excused by a note from school personnel. **No more than three (3) parent notes for tardies per grading period will be excused.** (See reasons above in number 1.)

- 1-3 tardies – Refer to administration – 1 hour Administrative Detention (Administration to notify parents)
- 4-6 tardies – Refer to administration – 2 hours Administrative Detention (Administration to notify parents)
- 7-9 tardies – Refer to administration – 4 hours Administrative Detention and a required meeting with parents/guardians with Dean of Students. (Administration to notify parents)

· 10/11 tardies – Refer to Administration – Detention hours Determined by Dean of Students and 1 day of Out of School Suspension. (Administration to notify parents)

· 12 or more tardies – Refer to Administration – Gross insubordination, 3 Days of OSS (Administration to notify parents and required meeting with Dean of Students before allowed to come back to school).

Parents Initial's _____ . Students Initial's _____ .

8. EXTRA CURRICULAR ACTIVITIES AND ATTENDANCE

To participate in or attend an extra-curricular activity, a student must be present in school for at least 2 full periods of the school day. Students with excessive unexcused absences will not be allowed to participate or attend Venture High School extra-curricular activities or sporting events. Excessive absences include students who have seven (7) or more absences in a 10 week term period.

***9. ADMINISTRATION OF ATTENDANCE POLICY**

The Attendance Office, under the supervision of the School's Administration, is allowed the flexibility to design the paperwork, procedures, and the coordination with the Guidance Office in the implementation of the Attendance Policy.

DETENTION:

- I understand and agree that after school/before school Detentions may be given for consequences.
- I also agree to serve any detentions given for whatever reason(s).

Parents Initial's _____ . Students Initial's _____ .

I am aware that to attain my goal of a high school diploma, it is necessary for me to complete all assigned work, with a grade of 60% or better, while maintaining good attendance. I also am aware that my behavior and participation in class is an important factor in my grade.

I am also aware that many students do not, or cannot complete high school in four years, and that my graduation date is determined not by my age, but by my academic accomplishments.

I understand that this contract will remain valid and in force throughout my participation in the Venture High School program.

Date

Student Signature

Date

Parent/Guardian Signature

Date

Dean of Students Signature
Mr. Barraco