



INDIVIDUAL CAMPUS SUPPLEMENT
YES Prep Brays Oaks

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# **CAMPUS ACADEMIC SUPPORT**

### **Grading Policy**

Per YES Prep standards, no single assignment should carry a weight of more than 25%. There must be at least 8 achievement-based grades recorded in the gradebook per 6 weeks.

The YES Prep Brays Oaks grading breakdown is as follows:

|   |     |              | Description  | Weight  |
|---|-----|--------------|--|---|
| College-Ready<br>Performance<br>(Achievement-<br>based) |     | Formative    | Informal observations, learning checks, exit tickets, quizzes, practice assessing progress towards mastery of a standard | *Up to 65%  |
|   | 90% | Summative    | Formal observations, final essays, research paper, unit exams  | *25% and up *Depending on the number of summative assessments |
| College-Ready<br>Character                              | 10% | Effort-Based | Assessed on student actions related to character traits that align with our school core values.                          | 10%   |

Note: The lowest grade reported in any category will be a 50

Grades in a course should represent student mastery of the grade-level work that they complete in that course, or the accommodated work aligned to individual student goals, when applicable. Guardians and students should look primarily at district common assessment results to best predict student performance on end-of-course exams/STAAR. Per district policy, results from the common assessments are included in a student's grade for that subject area and are also used to inform decisions made about each student, including but not limited to scheduling and promotion to the next grade level.

YES Prep Brays Oaks believes that all students should have the opportunity to demonstrate mastery on grade-level standards, and recognizes that students reach levels of mastery at different rates. As a result, students may complete reassessments for some formative assignments throughout the year. Reassessments must be completed within the same grading cycle (six weeks) as the original assignment. Due to the differing academic needs and maturity of students in grades 6-12, specific requirements for reassessments will be set by individual grade levels and communicated to parents and students at the beginning of the school year. These specific requirements may include:

- When students can reassess assignments
- Steps students must go through before retaking an assignment
- How often students can reassess assignments

### **Honor Roll**

YES Prep celebrates those students who through their hard work and dedication achieve high academic results. Students who receive exceptionally high grades in any given marking period /

grading cycle will be recognized and become Honor Roll members for the following grading cycle, which comes with special rewards and privileges.

Honor Roll designation at YES Prep Brays Oaks will follow the college tradition of using Latin honorifics.

- Cum Laude With Honors At least one A in a core academic course and the rest Bs (no grade below a B in any course).
- Magna Cum Laude With High Honors At least two As in core academic courses and the rest Bs (no grade below a B in any course).
- Summa Cum Laude With Highest Honors all As in all courses.

### **Academic Support**

Any YES student who has failed two or more classes on a report card will be placed on Academic Support. Academic Support will last for a minimum of six weeks, or one grading cycle. Parents of students placed on Academic Support will receive communication from the school via letter, phone call, and/or in-person conference. While on Academic Support, teachers will provide the student with frequent updates around their grades.

During this time, students should focus their time and effort on making sure that they are earning passing grades (70 percent or above) in all classes. Students should make an extra effort to contact all teachers with questions about homework or projects, complete reassessments as appropriate, and schedule lunch and/or after-school tutorials if necessary, to bring up their grades.

### **Homework Completion**

Homework is a core part of our academic program to ensure college-readiness in all contents. Students will receive a "not completing homework" demerit for any incomplete and ungraded homework assignment. Any student involved in plagiarism or academic dishonesty on a homework assignment will receive a minimum recorded grade of 50% on the assignment with a retake opportunity offered to earn a maximum recorded grade of 70%. They will also receive an automatic detention.

# **Student Agendas**

All middle school students will receive a student agenda. Students should keep track of homework assignments and required deadlines in their agenda. Students who struggle with homework completion may receive additional support and accountability around the use of their agendas.

# **CAMPUS CULTURE**

# **Campus Core Values**

YES Prep Brays Oaks core values are as followed: Courage, Quality, Learning, Perseverance, Community and Honor. Our goal is to instill these values into our students and developing a college-ready character. At YES Prep Brays Oaks, there are 16 behaviors that we expect students to exhibit. These behaviors contribute to building school pride and ensuring a safe learning

environment, maintaining a strong focus on learning, and treating all members of our community with kindness and respect. When a student does not exhibit these behaviors, they are negatively impacting their own learning environment and that of their peers.

### **Disciplinary Systems**

The following behaviors will result in a student receiving a demerit:

| School Pride and Safety   | Focus on Learning  | Kindness and Respect  |
|---|--|---|
| <ul> <li>Not wearing your student ID</li> <li>Not having a hall pass</li> <li>Not following dress code/uniform</li> <li>Not following campus policy for food or gum</li> <li>Not demonstrating respectful behavior toward property</li> </ul> | <ul> <li>Not being on time</li> <li>Not being prepared</li> <li>Having head down</li> <li>Not being on task</li> <li>Disrupting the learning environment</li> <li>Not completing homework</li> </ul> | <ul> <li>Not following directions</li> <li>Not demonstrating respectful behavior toward others</li> <li>Not being honest</li> <li>Not using appropriate language</li> <li>Inappropriate physical interaction</li> </ul> |

When a student earns their third demerit for the same behavior (i.e. not being on time), they will earn a detention. When a student earns a demerit or a detention for one of the behaviors listed above, the staff member will enter the infraction in to our discipline application, HERO. Once the behavior is entered in to the discipline application, both students and parents will be able to view that the behavior was earned by the student and any associated consequence. The discipline application, HERO, will keep track of how many times a student has earned a demerit for the same behavior and assign the appropriate consequence. The demerit count will reset every week.

The third time a student earns a demerit for the same behavior, they will serve a detention. If a student earns a demerit for the same behavior more than 8 times in a one-week time period, they will serve a Wednesday detention the following week.

Detention is a consequence for repeatedly not following the YES Prep standards for conduct and behavior. When students are in detention, they will work silently on homework or read a school appropriate book. They may also be asked to participate in restorative conversations because we believe that detention should be an opportunity to reflect on the impact their decisions are having on themselves and the YES Prep community.

There are three different types of detention a student can earn: after school detention, after school extended detention and a Wednesday detention.

- After school detention is held after school Monday, Tuesday, Thursday and Fridays. After school detentions are held from 4:05 pm 4:50pm.
- Extended detentions are held from 4:50 pm 5:05pm.
- Wednesday detentions are held from 1:50pm 3:00pm. Students will be assigned a
  Wednesday detention if students receive eight demerits for the same infraction during the
  one-week period. Students can also earn a Wednesday detention if they have accrued an
  excessive amount of detentions for the one- week period. Students can also earn a
  Wednesday detention if they have multiple offenses in the same category of behavior at Dean
  of Students discretion.

Detention is mandatory and must be served on the day it is assigned. Excuses will not be accepted for students who cannot or do not attend detention. The only exceptions are detentions earned on days we do not have detention, which must be served at the detention time immediately following.

Missing a detention will result in the student being assigned an extended detention for the following day. The second skipped detention for that same offense will result in an extended detention and an in-school-suspension (ISS) for that student. The school also reserves the right to enforce and use other consequences as a necessary measure for students who accrue multiple detentions.

### **Excessive Tardy to School**

Students who are not in their homeroom or morning meeting location by 8:00 a.m. will be considered tardy and must report to the front office for a pass. We encourage students to be dropped off no later than 7:50 a.m. so they have time to reach their destinations by 8:00 a.m. Students must attend homeroom each morning, and if they are tardy, they must present a tardy pass to their homeroom teacher.

Students who arrive on a late bus must sign-in at the front desk and receive a pass to their classroom. They will not receive a demerit for arriving late to school if the bus is at fault.

All tardies are cumulative over a one-week cycle. Timeliness to school is crucial to ensure that students receive the messaging and information they need to start the school day, and to ensure that they receive instruction in all classes. Students who are late to school for any other reason will receive the following consequences:

- Students will receive a tardy demerit every time they are tardy to school. Accumulation of tardy demerits follow the same pattern as all other discipline offenses outlined in the disciplinary plan.
- If a student establishes a pattern of tardiness to school could implement certain interventions such as parent conferences, attendance contracts, etc. to help students be on time to class. Students will also have to make up missed class time depending on the amount of time missed through Saturday school or tutorials.

### **Positive Incentives**

Students will have the ability to earn CAV points for displaying our values through positive behaviors and interactions. Each positive behavior/interaction is worth five points and will be logged through the HERO system. Students will use these points to buy dress code privileges and other incentives.

Students will also receive rewards and recognitions based on their academic growth, overall academic performance, behavior, and/or attendance.

# Before and After School Expectations and Procedures

### Before School Expectations and Procedures

• Students may enter campus via the cafeteria doors beginning at 6:45 a.m. if they are participants in the ACE program. Students are not permitted on campus before this time. All students must wait in the cafeteria upon arrival until dismissed to their homeroom classroom, between 7:45a.m. and 7:55a.m. depending on grade level.

- While in the cafeteria, students may use phones, headphones and earbuds and be in free dress. Students may eat and drink food they bring with them or food provided by YES Prep in the cafeteria during this time.
- Students must put away all food and drink and technology and must be in dress code (no non-YES outer layers, no blankets, shirts tucked in, appropriate foot and headwear on) before dismissing from the cafeteria to homeroom.
- Students may not wait outside in the parking lot, back lot, gym, lobby or elsewhere on campus other than the cafeteria in the morning before homeroom begins. Students not in the proper location will be addressed and may receive consequences.

### After School Expectations and Procedures

- When students leave campus after school they are not permitted back on campus. Students who return to campus will receive detention the following day; this is to ensure the safety of all students and staff who remain on campus.
- Students are not allowed to stay after school unless they have teacher approval or are staying for a school-sponsored activity. All students must be in the afterschool event (e.g. detention, tutorials, athletics, ACE programming, etc.) by 4:05 p.m. After 4:05 p.m., students may not re-enter the building, and students inside the building will be escorted outside. Students inside after 4:05 p.m. can receive demerits for not being in a supervised location. Students must have a hall pass to be in the hallways after 4:05p.m.
- All students must be off campus 30 minutes after their last officially scheduled activity unless
  prior permission to remain on campus after this time has been granted by a YES Prep Public
  Schools staff member who will remain with the student until they are picked up. Any student
  remaining on campus 30 minutes or more after the last scheduled activity may be required
  to wait in the cafeteria until they are picked up. YES Prep Brays Oaks will enforce the late
  after school pick-up policy as outlined in the system-wide unified handbook.

# After School Programming

Students are not allowed to stay after school unless they have teacher approval or are staying for a school-sponsored activity. All students must be in the afterschool event (e.g. detention, tutorials, athletics, ACE programming, etc.) by 4:05 p.m. After 4:05 p.m., students may not re-enter the building, and students inside the building will be escorted outside. Students inside after 4:05 p.m. can receive consequences for not being in a supervised location.

All students must be off campus 30 minutes after their last officially scheduled activity unless prior permission to remain on campus after this time has been granted by a YES Prep Public Schools staff member who will remain with the student until they are picked up. Any student remaining on campus 30 minutes or more after the last scheduled activity may be required to wait in the cafeteria until they are picked up. YES Prep Brays Oaks will enforce the late after school pick-up policy as outlined in the system-wide unified handbook.

# **Dress Code Expectations**

Dress Code by Day

|               | Monday           | Tuesday - Thursday | Friday           |
|---------------|------------------|--------------------|------------------|
| Middle School | Standard Uniform | Standard Uniform   | Standard Uniform |

|             |  |                  | • | Free Dress (if earned)                        |
|-------------|--|------------------|---|---|
| High School | <ul><li>Professional Dress</li><li>Free Professional<br/>Dress (if earned)</li></ul> | Standard Uniform |   | Standard Uniform<br>Free Dress (if<br>earned) |

#### **Professional Dress**

Shirts/Tops: 9-12<sup>th</sup> grade students must wear professional dress shirts. These shirts may only have the top collar unbuttoned. Students may also elect to wear a tie of their own choosing along with their professional dress shirt.

Pants/Shorts/Skirts: All pants and shorts must be appropriately sized, fitted and worn at the waist. All pants and shorts must be fitted in the crotch and legs, not excessively baggy or tight. Pants are deemed too tight if you are not able to grab fabric below the knee without pulling the fabric. All pants and shorts must be free of slits, tears or holes. All pants and shorts must be one continuous solid color (khaki or navy) and not jeans. All shorts and skirts must be the appropriate length – no more than three inches above the knee. (The width of three fingers is approximate to three inches.) Sweatpants, workout pants, etc. are not to be worn on campus unless under the permission of the school. Black pants are not allowed.

**Shoes**: Open-toed shoes are not to be worn on campus. Shoes must be worn and tied always. Heels exceeding 1 inch are in violation of student safety rules. Other examples of prohibited footwear include slippers or "house shoes."

Hats: Hats, caps, sweatbands and head coverings of any kind are prohibited and will be confiscated if visible. School Administrators will approve the wear of headgear that is associated with religious, medical, or other circumstances that require exception. In cold weather, hats are permitted while outside but must be removed inside.

Accessories: Students may wear accessories including earrings, necklaces, bracelets, rings, and watches. Accessories should not be distracting and should not promote any lewd or illegal content as outlined in the free dress policy. Students may be asked to remove accessories deemed as distracting based on administrator discretion. Students are not permitted to carry blankets or snuggies at any time in the building.

### Free Professional Dress

Shirts/Tops: 10th, 11th, 12th grade students can earn the privilege of wearing Free Dress Professional Dress on Mondays at the discretion of the Grade Level Chair and Dean of Students. Students can lose this privilege if dress code expectations are not consistently met and will be required to wear the standard professional dress uniform. Students have the option of wearing buttoned down dress shirts with either a vest/suit jacket/cardigan/tie, dress slacks/skirt with a blouse/button down shirt, or a professional dress. Necklines for shirts, blouses and dresses should not expose any cleavage, and should sit at or above the collar bone. Jewelry may not be oversized, excessive in the number of pieces or make noise.

Pants/Shorts/Skirts: Refer to the policy outlined under "professional dress."

Shoes: Refer to the policy outlined under "professional dress."

Hats: Refer to the policy outlined under "professional dress."

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Accessories: Refer to policy outlined under "professional dress."

#### Standard Uniform

Shirts/Tops: Colored YES Prep Brays Oaks polo (red/blue for all students with the addition of white for high school students), YES Prep professional shirt (white or blue), YES Prep Brays Oaks sweater (sweatshirt), YES Prep Brays Oaks cardigan, and/or YES Prep Brays Oaks jacket as the outer layer. Students wearing non-YES Prep Brays Oaks jackets need to remove them before entering the building and should place them in their lockers before homeroom or house time. Demerits will be assigned for students wearing non-YES Prep Brays Oaks jackets in the building. YES Prep Brays Oaks polos or YES Prep professional shirts (white or blue) must be worn underneath YES Prep Brays Oaks jackets or hoodies. All shirts must be of appropriate length – shirts that are too short or too baggy will not be allowed on campus.

Pants/Shorts/Skirts: Refer to the policy outlined under "professional dress."

Shoes: Refer to the policy outlined under "professional dress."

Hats: Refer to the policy outlined under "professional dress."

Accessories: Refer to policy outlined under "professional dress."

#### Free Dress

Student can earn free dress by being present all week (Wednesday of previous week to Wednesday of current week). Students will receive communication through morning announcements if they have earned Free Dress. If teachers allow students to be out of dress code for a specific classroom exercise, they will inform the Dean of Students who will inform the other YES Prep Brays Oaks staff. The following guidelines apply for Free Dress days and other out-of-uniform days (ex: spirit days):

- No tank tops, halter tops, tube tops, net or sheer tops, shirts with spaghetti straps, or strapless tops
- No V-necks that are inappropriately low cut
- No cutoffs
- No sweatpants/workout/pajama/athletic attire are allowed: the only acceptable pants are jeans and khakis
- T-shirts are acceptable if their subject matter is appropriate
- No bare midriffs (half shirts) allowed
- No open-toed shoes
- All pants, shorts, and skirts must meet the criteria established in the Monday through Thursday uniform
- Bandanas, do-rags or wave caps are not permitted on campus
- No holes in any pants above the knee
- No blankets or snuggies are permitted at any time

T-shirts are acceptable, however YES Prep prohibits pictures, emblems, or writings on t-shirts that are lewd, offensive, vulgar, or obscene or that advertise or depict tobacco products, alcoholic beverages, drugs, or any other substance prohibited under this handbook.

### Cell Phone and Personal Devices

All student cell phones, smart watches, and other electronic devices must be turned off and put away out of sight completely starting at 7:50 AM anywhere within school grounds and must remain turned off and out of sight until dismissal. School grounds are defined as anywhere within the surrounding fences of the school property. Students may use their devices before 7:50 AM and once they have been dismissed from their last class. Grade levels may also earn the privilege to use electronic devices during lunch. If at any time during the school day the device is out, in use, concealed but still visible or makes a distracting sound, then the teacher or staff member must assign the student an automatic detention and ask the student to put the device away. If the student does not put the device away, then a Dean of Students will be contacted to confiscate the device. Each incident will result in the parent/guardian of the student picking up the device from the front office. Confiscated devices may only be retrieved during school hours when the front office is open. Confiscated devices will be secured in a locked location in the front office.

### Food and Drink Expectations

Students may carry water in clear plastic containers into their classrooms. Students may bring other beverages to school to drink during lunch, but they must always be out of sight. Students may not eat food in class, and any food they bring to school must be out of sight at all portions of the day except for lunch. Students are not permitted to share any food or beverages, including during lunch. Parents and family members may not bring food items for any students but their own.

# **Gum Expectations**

Students are not allowed to chew gum at any point during the school day. Students will receive a demerit if they are chewing gum and will have to throw their gum away. Students are not allowed to chew gum during lunch.

# **CAMPUS OPERATIONS**

# **Common Area Expectations**

Students will be held accountable to the 16 behavior expectations while on campus grounds (including before and after school) and in all common areas. Students may receive a demerit or CAV points by any staff member depending on their behavior in common areas including hallways and the cafeteria.

Students will be allowed to go to their lockers during any passing period. Lockers will be assigned by student request starting with middle school students then through the high school. Students will be allowed to carry backpacks. To facilitate the flow of traffic within the school, students will be required during passing periods to travel upstairs by A stairwell (front) and downstairs by B stairwell (back) throughout the day. The only exceptions are during class time when students have a pass, before school when students can travel up by both stairwells and after school when they can travel down by both stairwells. Students may carry water in clear plastic containers into their classrooms. Students may bring other beverages to school to drink during lunch, but they must always be out of sight. Students may not eat food in class.

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To assist our students in "acting in a way that leaves a lasting impression on others," we will be enforcing all expectations before and after school. Any student with shirts untucked, chewing gum, horse playing, walking on the grass or bushes without permission or behaving in an inappropriate manner may receive a demerit.

### **Lunch Time Expectations**

Students will attend their lunch by decks (6<sup>th</sup> and 7<sup>th</sup> lunch, 8<sup>th</sup> and 9<sup>th</sup> lunch, 10<sup>th</sup> through 12<sup>th</sup> lunch). The Dean of Students for each deck will set specific expectations for lunch time behavior and procedures for each deck. The following procedures are common across all decks:

- Students should report straight to the cafeteria at the beginning of lunch. If students arrive after the bell rings, they will receive a tardy.
- Students should receive a pass from teachers if they plan on leaving the cafeteria during lunch. Students will not be dismissed from the cafeteria without a pass.
- Students must adhere to all behavioral expectations for common spaces on campus. Students may not chew gum or use technology.
- Students must have a pass or permission from a lunch monitor to use the restroom or microwave. Students may not use the microwave to pop popcorn. Inappropriate use of the microwave will result in loss of microwave privileges.
- Students may not share lunch or snacks with other students at lunch. Students may not use a delivery service to have food delivered at any time during the school day.

### **Procedures for Lunch Balances**

All YES Prep students are eligible to receive a free breakfast and lunch on school days. To participate, all families must complete the income survey that is part of re-enrollment paperwork. Students will not incur balances for school-provided breakfasts or lunches or need to make payments.

# **Traffic Procedures**

Maintaining orderly traffic patterns ensures that all students get to school safely and on time and minimizes parental time spent waiting. The following rules are in effect from 7:35 a.m. until 8:15 a.m. and 3:15 p.m. until 6:00 p.m. (on early release days, the policy is in effect from 1:00 p.m. until 3:00 p.m.). Do not make a left turn in the median on Westbrae right in front of the school entrance during these hours.

- 1) ALWAYS enter through the Benning entrance. The gate on W Bellfort is never to be used as an entrance way and is for exit only.
- 2) Do NOT enter through the Westbrae side gate (bus entrance) under any circumstances. The side gate is for bus entrance and vehicle exiting only.
- 3) Do NOT make an illegal left turn into the Westbrae entrance. Not only is this dangerous for our students, but it backs up traffic and is disrespectful to those who abide to the traffic laws.
- 3) Do NOT drop off or pick up students on Westbrae on the far side of the school property. This is dangerous for your student, and it makes students behind you late because you are blocking the entrance to the school. Alternatives if you are running late include dropping or picking up on the near side of Westbrae and allowing students to walk the sidewalk.
- 4) Form a single lane as you enter the parking lot and do not allow your student out of, or

into, your vehicle until you are in front of the building. This allows more cars to enter the parking lot and traffic to flow and clear traffic.

5) Exit through the W Bellfort gate.

The traffic policy is crucial to ensuring student safety and minimizes wait time for all motorists.

### **Dropping off Items for Students**

We follow a <u>no drop off policy</u> at YES Prep Brays Oaks. This policy stipulates that items brought for students cannot be dropped off at the front office or with a staff member between 8:00 AM and dismissal. Exceptions to this policy include medication, keys, or other urgent items pertaining to a student's health or safety. Please keep in mind that <u>we will not call a student out of class to retrieve an item from the front office unless in case of an emergency</u>. The no drop-off policy is in place so that no student will have to miss important class time while picking up an item from the office. We ask that you remind the student to make sure he/she has everything (lunch, homework, etc.) before school starts to avoid any later consequences. We want the best for our students and making them responsible for their items before the start of day is an excellent way to make sure they organize what they need ahead of time. If you need to drop off a lunch you may only do so during your child's designated lunch time. The front office will not be held responsible for dropping off lunch to your child.

### Front Office Hours of Operation

The YES Prep Brays Oaks front office will open for parent assistance after all tardy slips are distributed to students. Typically, the front office is available to assist parents between 8:10 a.m. and 3:45p.m. The front office will close at 3:45 PM on school days with a 4:00 p.m. dismissal time, and at 1:30 p.m. on school days with a 1:45 p.m. dismissal time.

# Campus Communication to Families

We leverage weekly Family Notes (sent home on Thursday), Thursday Folders, and YES Prep Brays Oaks Facebook and Instagram as our primary modes of sharing school-wide updates with families.

Students and families can communicate with teachers through their YES Prep professional numbers, but for calls and messages sent after hours, families and students should expect a 48-hour turnaround time.

Families may receive communication through School Messenger and Classroom Messenger via phone and email for logistic reminders pertaining to their student. These new technologies rely heavily on accurate phone numbers from parents. Please ensure your contact information is up to date and always notify the front office if a number has changed in the household.

Here are some options for communicating with teachers:

- Email your teacher and expect a response within 24-48 hours.
- Call your teacher at his or her YES Prep professional number and expect a response within 24-48 hours.
- Ask if your teacher has an email list that you can sign up for to receive outgoing reminders and communication. Students and parents can then share their emails with teachers to receive messages.

### Student ID Cards

At YES Prep we believe in creating the safest school possible. We also want to continue to promote professionalism, promote efficiency and leverage newer technologies. For these reasons, all YES Prep Schools are requiring visible photo IDs to be worn by all YES employees and students while on campus. A YES Prep ID will be worn by all teachers, staff and Home Office personnel to ensure student safety. IDs must always be visible, and should be free from marks, stickers, or alterations on the front side of the ID. Students should wear their IDs on a lanyard around the neck. Failure to have a visible ID during any time when a student is on campus will result in a "No ID" demerit. Lost IDs should be immediately returned to that student or returned to the office. Replacement IDs can be purchased for \$5.00, which includes a new lanyard, ID pouch and school specific photo ID.

### Personal Items on Campus

Students are strongly discouraged from bringing valuable personal belongings to campus. Students have the option to check out a locker to store belongings. Students must provide their own locks for their locker. The school is not liable for any personal belongings that students bring to campus (including phones, smart watches, laptops, headphones, clothing, etc.) and will not conduct extensive investigations around missing belongings.

### Former Student Visits and Guests on Campus

A student may bring a guest on campus only if:

- (1) A YES Prep student has presented the school administrator a written request 24 hours prior to the event, and
- (2) Permission has been granted by the school administrator. If a student has not accomplished the above, the guest will not be allowed. YES Prep Public Schools may refuse a guest at any time or for any reason.

Student recruiters (e.g. military recruiters), YES Prep alumni, withdrawn students, and former staff members must follow all typical visitor policies, including signing in at the front desk upon arrival, wearing a visitor badge at all times on campus and moving through campus only when escorted. Recruiters, alumni, withdrawn students, and former staff who do not have appointments to visit staff and students may be asked to leave campus. They may not interrupt classes or other areas while school is in session.

Students who have been expelled from YES Prep Brays Oaks are not permitted on campus for any reason, including before and after school.

# **Student Drivers**

Students may drive personal vehicles and park on YES Prep Brays Oaks property as long as they adhere to the expectations below:

- Students are subject to all state and local driving laws and regulations, as well as district and campus regulations.
- Student drivers must register their vehicle(s) with the front office, including completing all paperwork and paying the registration fee (\$2 for SY 2019-2020).

- After completing all paperwork and fees, students will receive a student driver permit, which must be displayed on the windshield.
- Failure to complete student driver paperwork, pay the registration fee, instances of reckless or unsafe driving or violation of state, district or campus driving regulations will result in the loss of privilege to drive to and park on campus.
- YES Prep Public School and YES Prep Brays Oaks hold no responsibility for damage to vehicles or contents in vehicles while parked on campus during or after school hours.
- All vehicles are subject to inspection as per the YES Prep Code of Conduct.