THE FLAGSHIP

DOWNEY HIGH

VIKING HANDBOOK

STUDENT EXPECTATIONS & RESOURCES

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WELCOME TO DOWNEY HIGH SCHOOL

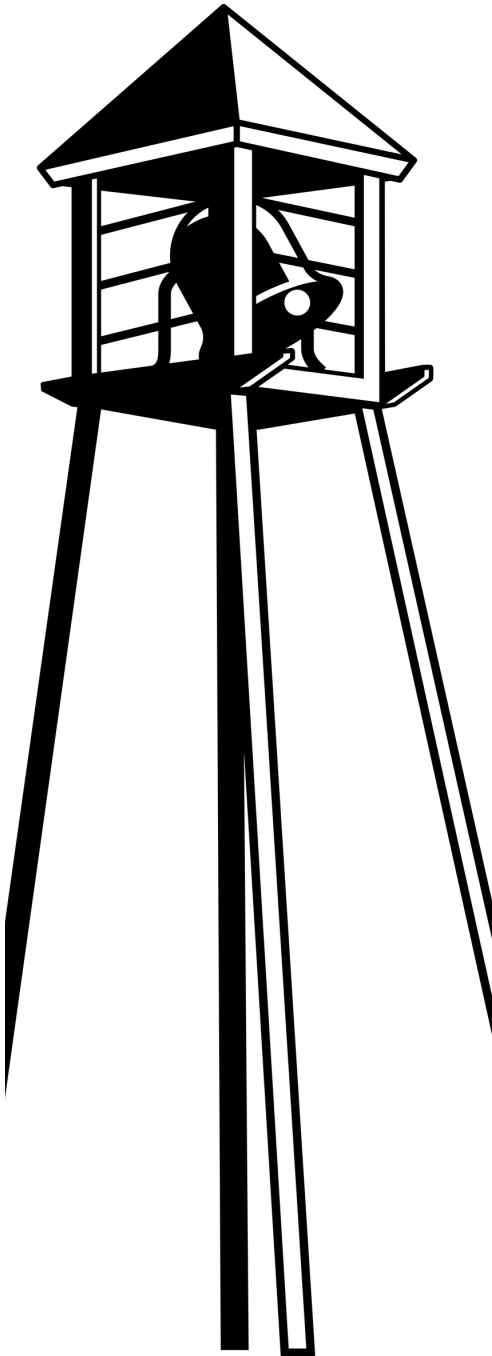
At Downey High School, we believe every Viking deserves a safe, welcoming, and challenging academic environment. This handbook outlines the expectations, policies, and resources that help us maintain a positive school culture. Every student plays a role in creating the Vike Vibe by being respectful, responsible, and engaged in our community.

VISION

All students graduate with a 21st century education that ensures they are college and career ready, globally competitive, and citizens of strong character.

MISSION STATEMENT

The Downey High School community is committed to developing empathetic citizens of strong character in a safe, positive, and inclusive environment where behavioral, social, and academic success are equally important.



SCHOOLWIDE LEARNER OUTCOMES

Vocational Development

STUDENTS WILL GRADUATE COLLEGE AND CAREER READY

Involved Citizens

STUDENTS WILL WORK TOGETHER TO IMPROVE THE QUALITY OF LIFE IN OUR SCHOOL & COMMUNITY

Knowledge

STUDENTS WILL BECOME CRITICAL THINKERS AND LIFELONG LEARNERS

Emotional Well-being

STUDENTS WILL LEARN HOW TO MAINTAIN STRONG EMOTIONAL, PHYSICAL, AND MENTAL HEALTH

Virtuous

BECOME A CITIZEN OF STRONG MORAL CHARACTER

Leave everyone and everything better than you found it.

Inclusive

EVERYONE IS WELCOME, EVERYONE IS EQUAL

Kindness goes a long way.

Brave

DO WHAT IS RIGHT, NOT WHAT IS POPULAR

See something? Say something!

Empathetic

FIND YOURSELF IN OTHERS

Empathy is seeing with the eyes of another, listening with the ears of another, and feeling with the heart of another.

DO YOU HAVE THE VIKE VIBE?

The Downey High School community is committed to developing empathetic citizens of strong character in a safe, positive, and inclusive environment where behavioral, social, and academic success are equally important.



HOW DO YOU SHOW OFF YOUR VIKE VIBE? TAG US ON INSTAGRAM @DOWNEYVIKES

STUDENT SUCCESS

Every day is an opportunity to learn, lead, and strengthen the Vike Vibe.

DAILY STUDENT EXPECTATIONS

Every Viking contributes to a safe, respectful, and positive learning environment. Each day, students are expected to:

- Attend school and arrive to class on time.
- Be prepared with their school ID, school-issued device, and learning materials.
- Follow directions from all school staff.
- Keep personal electronic devices turned off and put away during instructional time.
- Treat others with respect and demonstrate the Vike Vibe.
- Respect school property and help keep our campus clean.

The following sections provide additional information about these expectations and other school procedures.

ATTENDANCE

Regular attendance is essential to student success. Students are expected to attend school every day, arrive on time, and remain in class for the full school day. Families are encouraged to schedule appointments outside of school hours whenever possible to minimize missed instructional time.

Reporting an Absence

A parent or guardian must report each absence on the first day using one of the following methods:

- ParentConnection
- ParentSquare
- A signed written note that includes the student's full name, student ID number, and reason for the absence.

Important Attendance Information

- Absences must be verified within 10 school days of the student's return to school.
- After five (5) absences, future absences must be verified by a physician, school nurse, health assistant, or other appropriate school employee.
- Unverified absences will be considered unexcused and may require the student to attend Saturday School.
- A Chronic Absentee Notice will be mailed home after the seventh (7th) absence.

TARDIES

Students are expected to arrive to every class on time and ready to learn. Downey High School utilizes a Tardy Sweep system to encourage punctuality and maximize instructional time. Students who arrive late may be assigned to Tardy Sweep.

Tardy Consequences

- 1st Tardy: Warning and parent/guardian contact
- 2nd Tardy: Warning and parent/guardian contact
- 3rd Tardy: Saturday School
- 4th Tardy: Parent/guardian contact and writing assignment
- More than 4 Tardies: Conference with administration or dean and a behavior contract
- Continued excessive tardies: Possible exclusion from school activities

Parents/guardians with questions regarding Tardy Sweep or a student's tardy record may contact the Dean's Office.

DRESS CODE

Students are expected to dress in a manner that supports a safe, respectful, and distraction-free learning environment.

Students are expected to:

- Wear a top with straps, bottoms, and footwear at all times.
- Wear clothing that fits appropriately.
- Follow additional attire requirements for classes or activities where safety gear, uniforms, or specific clothing is required.

The following are not permitted:

- Visible undergarments, swimwear, or transparent/sheer clothing.
- Strapless tops, bandeaus, or similar apparel.
- Baggy or sagging pants or shorts. Pants must be worn at the waist.
- Clothing that exposes private body parts.
- Clothing or accessories with sexually suggestive, profane, or hateful language or images.
- Clothing or accessories that promote drugs, alcohol, tobacco, weapons, violence, or gang affiliation.
- Face coverings that make a student unidentifiable, except as permitted for religious, medical, athletic, or school-approved purposes.

Students who do not meet dress code expectations may be required to change into appropriate clothing and may be subject to additional disciplinary action in accordance with District policy.

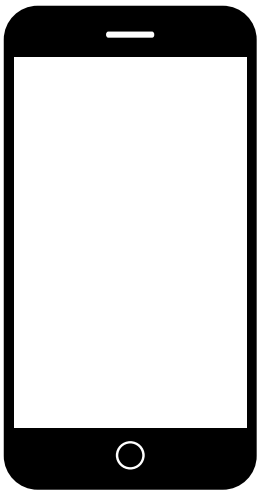
PERSONAL DEVICE POLICY

In accordance with California Education Code and Board Policy 5131.8, high school students shall have their phones, smartphones, and smart devices turned off during instructional time. Students may use personal electronic devices before school, during passing periods, at snack, during lunch, and after school.

During instructional time, students are expected to use their school-issued iPad or ThinkPad for all learning activities. To ensure consistency across campus, all classrooms follow the same personal device expectations.

Personal electronic devices include, but are not limited to:

- Cell phones
- Smartwatches
- Earbuds/Headphones
- Similar electronic devices



Students may use personal electronic devices:

- Before school
- During passing periods
- At snack
- During lunch
- After school

During instructional time, students are expected to:

- Keep personal electronic devices turned off.
- Use only their school-issued iPad or ThinkPad for learning activities.
- Refrain from using personal electronic devices while on a restroom or office pass unless specifically authorized by a staff member.

Violation of this policy may result in:

- Progressive disciplinary action
- Confiscation of the device
- Parent or guardian pickup from the Annex Office

Students bring personal electronic devices to school at their own risk. Downey High School and Downey Unified School District are not responsible for the loss, theft, or damage of personal electronic devices.

SCHOOL-ISSUED TECHNOLOGY

Downey Unified School District provides each student with a school-issued iPad or ThinkPad to support learning. Students are expected to bring their fully charged device to school each day and use it responsibly.



Students are expected to:

- Bring their charged device to school each day.
- Use their device for educational purposes.
- Access only appropriate websites and online resources.
- Follow district technology and Internet Acceptable Use policies.
- Care for their device and report damage or loss promptly.

Misuse of school-issued technology or district Internet access, including accessing inappropriate websites, attempting to bypass district security, or disrupting district technology systems, may result in disciplinary action and the loss of technology privileges.

SCHOOL ID CARDS

Students are required to carry their updated Downey High School ID card at all times and must present it when requested by a school staff member.

Replacement ID cards are available for purchase. The first replacement costs $5, and each additional replacement costs $10. Outstanding ID balances may limit participation in certain school activities.



CAMPUS SAFETY

Every Viking plays a role in creating a safe, respectful, and welcoming campus.

CLOSED CAMPUS

Downey High School is a closed campus. Students may not leave campus during the school day without approval from the Attendance Office.

Students leaving campus for a verified appointment must obtain an off-campus pass from the Attendance Office. Requests may be verified with a parent/guardian before a student is released.

Students may not:

- Leave campus without permission.
- Enter parking lots or other restricted areas during the school day.
- Transport or accompany another student off campus without authorization.

Leaving campus without permission may result in disciplinary action and unexcused absences cannot be cleared after the fact.

VISITORS & DELIVERIES

To maintain a safe and secure campus, all visitors must check in through the Main Office and receive approval before entering campus during the school day.



The following are not permitted during the school day:

- Food delivery services (DoorDash, Uber Eats, Grubhub, etc.)
- Flower, balloon, or gift deliveries for students
- Student visitors from other schools

Parents and guardians who need to deliver essential items, such as medication, glasses, or school materials, should do so through the Main Office.

HALL PASSES

Students who are out of class during instructional time must have a valid hall pass issued by their teacher. Students without a hall pass may be directed to return to class.



PARKING

Parking on campus is a privilege for licensed student drivers. Students who drive to school must comply with all school parking regulations.

Student drivers are expected to:

- Display a valid Downey High School parking permit.
- Park only in designated student parking areas.
- Drive safely and follow all posted traffic laws and school directions.
- Lock skateboards and bicycles in designated racks.

Failure to follow parking regulations may result in the loss of parking privileges and/or disciplinary action.

DRUGS, ALCOHOL, TOBACCO & WEAPONS

Downey High School is committed to providing a safe, healthy, and drug-free learning environment. The possession, use, sale, or being under the influence of drugs, alcohol, tobacco, nicotine products, or other controlled substances is prohibited on campus, at school-sponsored activities, and while under school supervision. Possession of weapons or dangerous objects is also strictly prohibited.

Violations of this policy may result in:

- Immediate administrative action
- Parent/guardian notification
- Suspension or recommendation for expulsion, when appropriate
- Referral to law enforcement, when required by law

Students who become aware of a weapon, illegal substance, or other safety concern are encouraged to immediately notify a school employee or administrator.

HAZING

Hazing is prohibited at Downey High School. Students may not participate in any initiation or activity that causes or is likely to cause physical injury, emotional harm, humiliation, or degradation.

Hazing includes any method of initiation or pre-initiation into a student organization, or any pastime or amusement engaged in with respect to such an organization which causes, or is likely to cause, bodily danger, physical harm, or personal degradation or disgrace resulting in physical or mental harm.

Students who experience or witness hazing should report it to a school administrator immediately. Violations may result in disciplinary action

BULLYING, HARRASSMENT, & DISCRIMINATION

Downey High School is committed to providing a safe, inclusive, and respectful learning environment for all students. Bullying, cyberbullying, harassment, intimidation, discrimination, and hate-motivated behavior will not be tolerated.

Students who experience or witness bullying, harassment, or discrimination should report it to a teacher, counselor, administrator, or other trusted school employee as soon as possible.

Violations of this policy may result in disciplinary action in accordance with District policy and California Education Code.

SEXUAL HARRASSMENT

Downey Unified School District prohibits sexual harassment of or by students, employees, or other individuals participating in school programs or activities.

Sexual harassment means unwelcome sexual advances, requests for sexual favors, and other verbal, visual or physical conduct of a sexual nature made by someone under any of the conditions delineated in ED. Code 212.5.

Students who experience or witness sexual harassment should immediately report the incident to a teacher, counselor, administrator, or the Principal's Office. Reports will be investigated promptly and handled in accordance with District policy.

STUDENT CONDUCT & DISCIPLINE

Character Counts at Downey High School.
Every choice is an opportunity to demonstrate trustworthiness, respect, responsibility, fairness, caring, and citizenship.

STUDENT CONDUCT & DISCIPLINE

Downey High School is committed to maintaining a safe, respectful, and positive learning environment. Students are expected to conduct themselves in a manner that supports the safety, well-being, and learning of others. Behaviors that violate school or District expectations may result in disciplinary action in accordance with California Education Code and Downey Unified School District policies.

Depending on the nature and severity of the behavior, disciplinary responses may include:

- Conference with the student
- Parent/guardian contact
- Restorative practices or other means of correction
- Detention or Saturday School
- Loss of privileges or exclusion from school activities
- Suspension
- Recommendation for expulsion, when required or appropriate

Disciplinary action will be administered in accordance with California Education Code and Downey Unified School District policies.

Expellable Offenses

Certain offenses, including possession of a firearm, brandishing a knife, sale of a controlled substance, sexual assault, or possession of an explosive, may require a recommendation for expulsion as required by California Education Code.

STUDENT CONDUCT VIOLATIONS

The following behaviors are considered serious violations of school rules and may result in disciplinary action, including suspension, recommendation for expulsion, referral to law enforcement, or other means of correction, depending on the nature and severity of the offense.

Safety

- Fighting, assault, or battery
- Threats or intimidation
- Possession of weapons or dangerous objects
- False fire alarms or other actions that endanger campus safety

Drugs, Alcohol & Tobacco

- Possession, use, sale, or distribution of drugs or alcohol
- Being under the influence of drugs or alcohol
- Possession or use of tobacco, nicotine, vaping products, or drug paraphernalia

Property

- Theft or attempted theft
- Vandalism, graffiti, or destruction of property
- Possession of stolen property

Respect for Others

- Bullying, cyberbullying, harassment, or discrimination
- Sexual harassment
- Hazing
- Profanity, obscene acts, or abusive language toward others

Academic Integrity

- Cheating
- Plagiarism
- Forgery or falsification of school documents

School Conduct

- Defiance or failure to follow directions of school staff
- Gambling
- Unauthorized sales on campus
- Possession of unauthorized or prohibited items
- Gang-related activity or symbols prohibited by District policy
- Other violations of school or District policy

The examples listed above are not all-inclusive. School administrators will determine appropriate disciplinary responses based on the circumstances of each incident, in accordance with California Education Code and Downey Unified School District Board Policies.

STUDENT & FAMILY RESOURCES

No Viking succeeds alone. We're here to support you every step of the way.

DOWNEY HIGH SCHOOL

IMPORTANT PHONE NUMBERS

MAIN OFFICE
(562) 869-7301

Suicide and Crisis Support
Call or Text 988
Chat at 988lifeline.org/chat

WETIP
REPORTING

www.dusd.net/downey

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ext. 5504

JESSICA ORTIZ, DEAN (M- L)
jortiz@dusd.net
ext. 5522

DOWNEY HIGH SCHOOL

SCHOOL COUNELORS

COUNSELOR	LAST NAMES	EMAIL	EXT.
COOKE, NATHAN	A - BENI	NCOOKE@DUSD.NET	5508
TOLEDO, ALAN	BER - CORTEZ	ATOLEDO@DUSD.NET	5510
MARSHALL, SCOTT	COSS - FOKETI	SMARSHALL@DUSD.NET	5507
FAVELA (FLORES), TONI	FORD - HECK	TOFLORES@DUSD.NET	5519
LOYARTE, JOANNE	HELLMOLD - LOPEZ, D	JLOYARTE@DUSD.NET	5569
DIAZ, ANDRES	LOPEZ, E - MILL	ANDRDIAZ@DUSD.NET	5521
ACOSTA, LORI	MIN - PAYES	LACOSTA@DUSD.NET	5511
MURILLO, VERONICA	PAZ - RODRIGUEZ, V	VMURILLO@DUSD.NET	5512
GARCIA (RUIZ), SUSAN	RODRIGUEZ,W - TEU	SURUIZ@DUSD.NET	5315
AYALA, JAIME	TEV - Z	JAIAYALA@DUSD.NET	5509

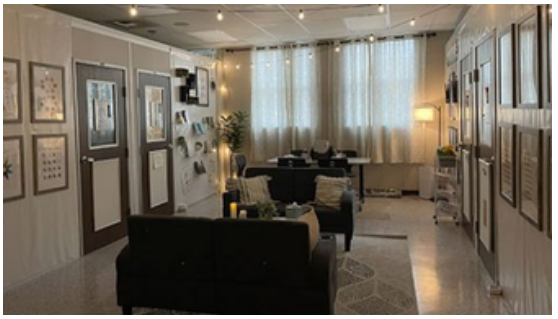
@DOWNEYHSCOUNSELORS

WELLNESS CENTER

The Downey High School Wellness Center provides a confidential and supportive space where students can receive mental health support, ask questions, or take a moment to decompress. Services are provided by school staff and community mental health partners.

Location: Room A-101
Hours: 7:45 a.m. – 4:15 p.m.

Students interested in Wellness Center services should speak with their academic counselor or another trusted school staff member.



DOWNEY HIGH SCHOOL

COLLEGE AND CAREER TEAM

Maria Lopez
malopez@dusd.net
ext. 5514

Rudy Ojeda
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ext. 5563

Tina Campos
tcampos@dusd.net
ext. 5546

Jackie Guevara
jquevara@dusd.net
ext. 5591

Visit the College & Career Center to:

Plan for College
- Explore college options
- Apply to colleges and universities
- Get help with financial aid and scholarships

Dual Enrollment
- Enroll in Cerritos College dual enrollment courses



Career Readiness
- Obtain a work permit
- Build a resume
- Search for internships and employment opportunities

Military & Career Exploration
- Connect with military recruiters
- Explore career pathways and technical programs
- Learn about apprenticeships and trade schools

More Resources
- College visits and campus tours
- Career and college fairs
- FAFSA/CADAA workshops
- SAT/ACT and college planning resources

ACADEMIC SUPPORT

Downey High School offers a variety of academic support programs to help every Viking succeed. Whether you need extra help, enrichment, or a quiet place to study, these resources are here to support you throughout the school year.

Viking+ 

Viking+ provides dedicated time during the school week for academic intervention, enrichment, tutoring, and student support activities.

Tutoring Hub- Cafeteria

The Tutoring Hub offers after school tutoring in the cafeteria in all subject areas.

Writing Center- Main Office 

The Writing Center helps students strengthen their writing skills through one-on-one support with trained peer tutors.

Vibe Tribe Algebra 1 Tutoring - Room C111 

Vibe Tribe provides additional support for Algebra I students through tutoring and targeted academic assistance.

Link Lounge- RoomJ4

The Link Lounge offers academic support, mentoring, and resources for freshmen and new students as they transition to high school.

AP & Honors Tutoring 

AP and Honors teachers offer tutoring and review sessions throughout the year to help students succeed in their courses and prepare for Advanced Placement (AP) exams.

DOWNEY HIGH SCHOOL

BE THE SOLUTION

SEE SOMETHING? SAY SOMETHING!



CALL, TEXT, OR SCAN TO MAKE A REPORT

844.562.0094

WeTip

SE HABLA ESPAÑOL

ANONYMOUS TWO-WAY COMMUNICATION AVAILABLE