

# SPARTANS

**THIS PLANNER BELONGS TO:**

**Student Name:**

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**INSTAGRAM**



**SPARTAN TV**



**Q STUDENT CONNECT**



# STAUFFER

MIDDLE SCHOOL



STAUFFER  
MIDDLE SCHOOL

# SPARTAN GUIDE

2026-2027



## OUR MISSION

The mission of Downey Unified School District is to provide the highest quality education in a safe, trusting environment; to utilize the resources of the home, school, and community; and to maximize the achievement of all students. The district provides a comprehensive curriculum, based on rigorous academic standards, that is responsive to the strengths and needs of our students. We are committed to developing compassionate, responsible citizens who will be confident, creative, and productive members of a global society.

At Stauffer Middle School, we are committed to providing an effective, challenging and safe learning environment. Utilizing the resources of home, school and community, our students will attain the highest possible level of standards-based academic knowledge, technical expertise, and be afforded the opportunity to develop their physical, social and emotional skills. Our students will become compassionate, responsible citizens that demonstrate confidence, global awareness, and good character in an ever-changing democratic society.

## CHARACTER COUNTS!



At Stauffer Middle School, the six core values of Character Counts! - Trustworthiness, Respect, Responsibility, Fairness, Caring, and Citizenship - serve as a solid foundation for personal growth and positive interactions within our school community. By promoting these values and encouraging individuals to embody them, Stauffer Middle School is fostering a culture of respect, empathy, and cooperation among students, teachers, parents, and our Downey community. The implementation of CHARACTER COUNTS! awards, rewards, and programs further reinforces the importance of good character and encourages individuals to strive towards becoming better versions of themselves. This collective effort towards character development not only enhances the school environment but also contributes to the overall well-being and success of everyone involved.

# Welcome to Stauffer!

Hey Spartans,

Stauffer Middle School has a proud tradition of excellence, and I am honored to join a community recognized as both an Apple Distinguished School and a California Schools to Watch campus. These distinctions reflect a school that is not only high-performing, but forward-thinking—where innovation, strong instruction, and meaningful student experiences are part of everyday learning. What makes Stauffer special, however, goes beyond recognition. It is the collective commitment of our staff, students, and families to do what's best for kids and to continuously improve. That foundation is strong, and it positions us well for what's next.

At Stauffer, we will continue to Level Up with purpose. For me, that means strengthening systems, continuing to build strong relationships, and ensuring every classroom delivers engaging, high-quality instruction for every student. Our Spartans should feel challenged, supported, and connected every day. Whether through rigorous academics or opportunities in band, drama, robotics, AVID, and beyond, we will continue to expand what's possible for our students. Together, we will build on what makes Stauffer great while pushing ourselves to grow, improve, and take this school to the next level. I am excited to partner with you as part of the Stauffer family because I truly believe that Stauffer has the best to offer!



**MR. ORTIZ**  
*Principal*  
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## Meet our Team



**DR. SCHIAVO**  
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# SCHOOL WIDE BEHAVIOR EXPECTATIONS



**GREATNESS**



**RESPECT**



**INTEGRITY**



**THOUGHTFULNESS**

## INDOOR SPACES

- |  |  |  |   |
|--|--|--|---|
| <ul style="list-style-type: none"> <li>• Be on time and prepared</li> <li>• Set goals and work hard to succeed!</li> </ul> | <ul style="list-style-type: none"> <li>• Follow directions the first time</li> <li>• Control your body and voice</li> <li>• Be polite</li> </ul> | <ul style="list-style-type: none"> <li>• Advocate for yourself</li> <li>• Do the right thing, even when no one is looking</li> </ul> | <ul style="list-style-type: none"> <li>• Be kind</li> <li>• Be helpful</li> <li>• Be honest</li> <li>• Be humble</li> </ul> |
|--|--|--|---|

## OUTDOOR SPACES

- |  |   |  |  |
|--|---|--|--|
| <ul style="list-style-type: none"> <li>• Work Hard, Play hard!</li> <li>• Be a good sport</li> <li>• Leave a space better than you found it</li> </ul> | <ul style="list-style-type: none"> <li>• Pick up after yourself</li> <li>• Respect school property</li> <li>• Use spaces as intended</li> </ul> | <ul style="list-style-type: none"> <li>• Stay in designated areas</li> <li>• Use appropriate language/voice level</li> </ul> | <ul style="list-style-type: none"> <li>• Stand up for others</li> <li>• Make good choices</li> <li>• Pigeons &amp; seagulls are our friends</li> </ul> |
|--|---|--|--|

## TECHNOLOGY

- |  |   |   |   |
|--|---|---|---|
| <ul style="list-style-type: none"> <li>• Bring your tech charged and ready to go each day</li> <li>• Update regularly</li> </ul> | <ul style="list-style-type: none"> <li>• Store your tech in your backpack when not in use</li> <li>• Only record others when permission is granted</li> </ul> | <ul style="list-style-type: none"> <li>• Use tech for school purposes only</li> <li>• Follow all cyber safety guidelines</li> </ul> | <ul style="list-style-type: none"> <li>• Use headphones when sound is on</li> <li>• Use only when approved by teachers</li> </ul> |
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## RESTROOMS & LOCKER ROOMS

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|--|---|---|---|
| <ul style="list-style-type: none"> <li>• Treat school facilities like you would your home</li> <li>• Store only approved items in lockers</li> </ul> | <ul style="list-style-type: none"> <li>• Respect the privacy of others</li> <li>• Only use the supplies you need</li> </ul> | <ul style="list-style-type: none"> <li>• Store your tech in your backpack before entering the restroom/locker room</li> </ul> | <ul style="list-style-type: none"> <li>• Clean up after yourself</li> <li>• Let adults know when maintenance is needed</li> </ul> |
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## SCHOOL EVENTS

- |  |  |  |   |
|--|--|--|---|
| <ul style="list-style-type: none"> <li>• Have spartan pride and be engaged</li> <li>• Think before you act</li> <li>• Be humble</li> </ul> | <ul style="list-style-type: none"> <li>• Sit nicely and listen with intent</li> <li>• Have common sense</li> </ul> | <ul style="list-style-type: none"> <li>• Be mindful of others' personal space and the presenter</li> </ul> | <ul style="list-style-type: none"> <li>• Use appropriate voice level and language</li> <li>• Follow directions</li> </ul> |
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# YOUR GUIDE TO SUCCESS AT STAUFFER MIDDLE SCHOOL

## ATTENDANCE

Stauffer Middle School prides itself on excellent attendance. It is our expectation that all students will make their best effort to attend school every day and on time. You are required by California State Law to attend school regularly and promptly. Law does not permit truancy, and illegal absence, D.M.C. 4109.5, 4109.6, 4109.7. Students who are truant on or off campus, without an acceptable excuse when they should be in an assigned classroom, may receive truancy citations from law enforcement officers or the administration. Penalties may include a fine up to \$250.00; community service, and/or parenting classes.

It is the responsibility of your parents to notify the school on the first day of the absence. Absences can be reported by phone (562) 904-3565 or through Q Parent Connect. We encourage families to schedule student medical appointments on Wednesdays or Fridays after school on early release days.

## TARDY POLICY

Students must be seated before the tardy bell rings at 8:00 am, or they are considered tardy.

- 3 Tardies Campus Beautification
- 4 Tardies Campus Beautification (x2)
- 5 Tardies Lunch Exclusion
- 6 Tardies Saturday School
- Tardies & absences can be cleared by attending Saturday School
- Tardies & Absences are tracked using Q Parent & Student Connect
- 8th graders with 10+ tardies will lose 8th grade activities

**\*\*\*\*Excessive absences and/or tardies will be reported to the School Attendance Review Team (SART), followed by referral to the School Attendance Review Board (SARB) and possible court action by the District Attorney.**

## DRESS CODE

Purpose: Our dress code supports a safe, positive, and inclusive learning environment for all students. Expectations apply to every student regardless of gender identity, gender expression, sexual orientation, race, ethnicity, religion, body size/type. Clothing must allow students to participate fully in school without causing disruption or safety concerns.

General Standards:

- Students must wear clothing that is:
- Clean, properly sized, and in good condition/repair
- Free from safety hazards
- Non-disruptive to the educational environment

## **DRESS CODE**

Clothing, accessories, or grooming may not:

- Promote or depict violence, vandalism, weapons, drugs, alcohol, or tobacco
- Display profanity, obscenity, or sexually suggestive content
- Degrade or target any gender, culture, religion, or ethnic group
- Be identified by law enforcement as gang related

### **TOPS**

Students must wear tops that:

- Cover the midriff, chest, stomach, and back at all times
- Have sleeves or straps that fully cover the shoulder
- Are not low-cut, see-through, or revealing

#### **The following are not permitted:**

- Halter tops
- Crop tops
- Tube tops
- Spaghetti straps
- Muscle tees with large open sides
- Sheer or transparent garments

### **FOOTWEAR**

For safety, students must wear:

- Closed-toe, closed-heel shoes
- Shoes with a sturdy heel / heel strap
- Shoes with heels under one inch

#### **The following are not permitted:**

- Sandals
- Slides
- Slippers
- Flip-flops
- Backless shoes

### **HEADWEAR**

- Properly fitted hats are allowed outdoors.
- Sweatshirt hoods must be down indoors.
- Bandanas, hair nets, and sports headbands are not allowed.

### **ENFORCEMENT:**

- Staff will enforce the dress code consistently and respectfully
- Students will be given an opportunity to correct the violation (e.g., change clothing, borrow school-provided clothing)
- Repeated or severe violations may result in disciplinary action
- Dress code expectations apply at all school-related activities including extracurricular events

### **BOTTOMS**

Bottoms must:

- Cover the buttocks and all undergarments at all times
- Outermost layer of clothing must be worn at the waist (no sagging)
- Be the correct size for the student
- Extend to mid-thigh or longer when standing

Distressed areas (holes, rips, fraying) must not be above the mid-thigh

### **ACCESSORIES & JEWELRY**

Accessories must not pose a safety risk or disrupt learning.

#### **The following are not permitted:**

- Chains (wallet, pant, or oversized chains)
- Spiked accessories
- Hoop earrings larger than a nickel
- Blankets worn on campus

### **MESSAGES, LOGOS, AND IMAGERY**

Clothing, jewelry, backpacks, and school supplies must be age-appropriate and may not display:

- Profanity or obscene content
- Violence or weapons
- Drugs, alcohol, or tobacco
- Messages that degrade any cultural, ethnic, or gender group

### **GANG-RELATED APPAREL**

Any clothing, colors, symbols, or combinations identified by law enforcement as gang-related are prohibited.

## CELL PHONE & ELECTRONICS POLICY

Once you step on campus, cell phones must be powered off, put away, and out of sight. Cellphones must not be seen, heard, or used at any time. This includes before school, after school, during school, passing periods, snack, lunch, and school activities.

Airpods, earbuds, headphones, and other listening devices are not allowed.

### CONSEQUENCES

Phone will be confiscated and returned after school by administration. If a student violates this policy more than two times, their device will be confiscated and only released to parent/guardian after school hours.

### PROGRESSIVE DISCIPLINE

In addition to confiscation, students who repeatedly violate this policy are subject to detention, Saturday School, and parent conferences.



## SNACK AND LUNCH PROCEDURES

Each day, a 13-minute snack period is provided mid morning and a 30-minute lunch period.

You may bring a snack/lunch from home. All Downey Unified school students receive snack and lunch. A wide variety of snack items are sold at the snack shack and carts. All food must remain in the quad during snack and lunch.

### No food is permitted in:

- Classrooms
- GYM
- Hallways
- Library
- PE areas/ Basketball Courts

Students must leave for class immediately when the bell rings. Students not doing so may be issued campus beautification or Saturday School.

The hallways are closed during snack and lunch. Students may use the library or go to an assigned classroom with permission from the teacher. Students who are disruptive during lunch may be assigned an alternative lunch location.

## **CAFETERIA & QUAD RULES**

Students must:

1. Obey requests of cafeteria workers
2. Place trash in trash containers

Students must not:

1. Throw liquid or food
2. Push, shove, or cut in line
3. Exchange or sell free or reduced-price meals
4. Purchase food during class time

## **PHYSICAL EDUCATION (PE)**

Students are expected to dress out and participate in P.E. class every day. Stauffer P.E. apparel may be purchased from the Physical Education teachers in the locker room. The uniform is as follows:

- Gray Spartan T-shirt \$15 (required)
- Black Spartan shorts \$15 (required)
- Sweatpants \$20
- Sweatshirt \$20

If you are getting over an illness or an injury and need to be excused from P.E. participation for a day, you must bring a note from your parent. A Doctor's note is required for a P.E. excuse longer than two days. Students, who are excused from P.E., must report to class, dress and observe under the teacher's supervision. Students who do not bring their PE clothing are considered non-suits. Non-suits are required to participate and will lose points towards a final grade. Points can be made up through each individual teacher with make-up days and through make up homework assignments.

## **PE LOCKERS**

Each student is assigned a locker in the gym for P.E. Students need to purchase a lock for their lockers. V62 Master Brand locks are required so that we have access to the keys in the event they need to be unlocked and may be purchased from the coaches in P.E. for \$5.00. Students are responsible for the contents of their locker. Never let others know your lock combinations and do not share a locker unless given permission to do so. All locker problems should be reported to the teacher. Lockers are provided as a service to students. The school is not responsible for the theft or vandalism of school or personal items stored in the lockers. If students leave their lockers unlocked, they may receive a detention.

## **PERSONAL PROPERTY**

The school cannot be responsible for the loss or destruction of students' personal property. For this reason, valuable jewelry should never be worn to school, such as watches, rings, necklaces and bracelets, as these items must be removed during P.E. classes. The lost and found is in the main office and is open before and after school only.

Students are not allowed to bring the following personal property on campus because it distracts from their education: Gum, electronic audio/video equipment, laser pointers, trading cards, electronic games, dice, other games that encourages gambling. The unauthorized buying, selling, or trading of property (i.e., trading cards, candy, games, etc.) on campus is not permitted. No aerosol cans of any kind are permitted. No permanent markers or sharpies are allowed on campus. These items will be confiscated, and disciplinary action will follow.

## **BACKPACKS AND SCHOOL SUPPLIES**

Backpacks, book bags, purses, and folders are to be free of writing, tagging, or any unnecessary décor, except for the student's name. In addition, material that is deemed inappropriate or that cause a distraction or disruption is not allowed. Students violating these policies are subject to disciplinary action.

## **BICYCLES AND SKATEBOARDS**

There are several liability and safety issues regarding bikes and skateboards. Due to these concerns, bicycles and skateboards are not to be ridden at any time on campus. All bicycles and skateboards must be locked in the bike rack. The school is not responsible for loss or damage to your property. Failure to observe safety rules may result in the loss of privilege of riding a bike or skateboard to school. All bicycles should be licensed with the Downey Police Department.

## **SCHOOL SUPPLIES AND iPad**

Books and iPads are issued free with the understanding that a student must pay for them if they are lost or damaged. Individual teachers will issue a supply list at the beginning of the school year. You may be asked to voluntarily donate lab fees for some of the elective classes. Lab donations should be given directly to the teacher.

Stauffer recommends purchasing iPad insurance in case of damage or theft to iPad. Insurance can be purchased on Q Parent Connect or in the main office

## **HOMEWORK**

Middle school students should expect to spend approximately one hour each night on homework. To organize your homework, use the Spartan Student Guide to record homework, upcoming tests, project due dates, etc. If you finish your homework in less than an hour, spend the remaining time studying for an upcoming quiz or test, completing a long-term project or report, or reading.

## **MAKE UP WORK**

Following an excused absence, a student has the same number of days, as he/she was absent to make up the work. Students are responsible for all class work missed due to school activities, i.e. field trips, programs, club activities, etc. Make up work for suspended students is at the discretion of the teacher.

## **REPORT CARDS AND PROGRESS REPORTS**

A report card or progress report will be issued to students every six weeks. A letter grade (A,B,C,D,F) is given for academic and elective classes. The need for improvement in behavior, attendance, and assignments is also noted with number comments. Report cards will be given to students approximately one week after each reporting period. Report cards at the end of the school year will be mailed home.

Q Student Connect and Q Parent Connect allows access to student's current grades. We encourage all parents and students to sign up and use Q Connect.

## **POSITIVE INCENTIVES**

The following may occur when students choose to abide by school and/or classroom rules:

- Student of the Month Awards
- Most Improved Student Awards
- CHARACTER COUNTS! Positive Referrals
- Positive calls or emails to parents
- Attendance Awards
- Announcement's commending students
- Academic Excellence Awards
- Spartan GRIT Recognition

## **CALIFORNIA JUNIOR SCHOLARSHIP FEDERATION (CJSF)**

CJSF is an academic organization at Stauffer Middle School. Our chapter coordinates its guidelines with the California Scholastic Federation. It is an organization that rewards scholarship and service. The purpose of CJSF is to foster high standards of scholarship, service and citizenship on the part of California's public and private middle school students. You may qualify if you meet the following requirements:

1. If you are in second semester of 8th grade
2. If you have at least 10 academic points
3. If you do not have a 4 or 5 in citizenship
4. If you do not have a D or F in any subject

Only academic courses are counted such as English, Mathematics, Science, Social Studies and Academic Electives (technology, drama). PE, cross-age tutors or office service does not count toward the academic point total.

1. A grade of "A" 3 points
2. A grade of "B" 1 point
3. A grade of "C" 0 points
4. A grade of "D" or "F" will eliminate you from eligibility. The number of points earned must be twice the number of academic subjects for which you are enrolled.

## **ACADEMIC EXCELLENCE: HONOR ROLL**

At Stauffer Middle School, we are proud to recognize our 6th, 7th, and 8th-grade students and celebrate the academic accomplishments of our students through our Honor Roll program. The Honor Roll represents a commitment to excellence, perseverance, and a dedication to personal growth. Students who achieve a Grade Point Average (GPA) of 3.0 or higher in their core classes (English, Math, Science, and Social Studies) per semester will earn a place on the Honor Roll, joining a distinguished group of learners. We are incredibly proud of all our Spartans who continue to demonstrate that with determination and a growth mindset, anything is possible.

## **ASSOCIATED STUDENT BODY (ASB)**

Each year student body officers are elected by a vote of the student body. The elected officers have several leadership opportunities.

Good grades, behavior, and attendance are required to hold a position on the student council. Students not upholding the following standards may be removed from office.

1. A 3.0 GPA with no "Ds" and/or "Fs"
2. Maintaining good attendance
3. No "4s" or "5s" in behavior and citizenship
4. No suspensions or major behavior incidents

## **BULLYING, CYBERBULLYING & DISCRIMINATION**

The Downey Unified School District will not tolerate behavior that infringes on the safety of any student. A student shall not discriminate, intimidate, harass or bully another student through words or actions based on actual or perceived characteristics set forth in Section 422.55 of the Penal Code and Education Code 220, and disability, gender, gender identity, gender expression, nationality, race or ethnicity, religion, sexual orientation, or association with a person or group with one or more of these actual or perceived characteristics. Such behavior includes, but is not limited to: direct physical contact, such as hitting or shoving; verbal assaults, such as teasing or name-calling; and social isolation or manipulation. Students participating in cyber-bullying will be subject to disciplinary action if it is disrupting the learning environment, even if it is happening outside of Stauffer Middle School.

This policy applies to students on school grounds, while traveling to and from school or a school-sponsored activity, during the lunch period, whether on or off campus, and during a school-sponsored activity. Any student who engages in acts of discrimination, harassment, violence, intimidation, or bullying related to a school activity or school attendance occurring within a school of the school district may be subject to disciplinary action up to and including expulsion.

Incidents of bullying and discrimination should be reported to the dean's office immediately in person, by email, or by calling (562) 904-3565.

## **CLASSROOM DISRUPTION**

Teachers have the authority to develop rules for their individual classrooms. Classroom rules are designed to maximize learning and need to be obeyed by each student. Teachers will contact parents if student behavior is not acceptable. Teachers may also write a referral to the Dean of Students to address any violations which may be subject to disciplinary action.

## **DISRESPECT & DEFIANCE**

We expect Stauffer students to be courteous, polite, and respectful at all times. Stauffer students should follow the directives of the staff and show proper respect to all adults on campus, including substitute teachers. It is also important for students to take responsibility for their actions. Students that are not respectful to assigned detentions are subject to further consequence.

## **MEDICATION**

The school recognizes that at certain times there is a need for students to take medication during school hours. Under no circumstances are students to be in possession of medication (prescribed or over the counter) once they arrive at school.

Medication forms and health care plans are available in the main office. These forms need to be renewed every school year and reviewed by our school nurse. The main office can assist with forms if you have any questions.

## **DRUGS, ALCOHOL, & WEAPONS**

Any student using, giving or selling to another person, or in possession of drugs, drug paraphernalia, alcohol, tobacco, or weapons or dangerous objects are a serious threat to the welfare and safety of students and school personnel. Any violation of this policy will result in all the following:

1. Referral to a school administrator
2. Parent conference
3. Police notification and consequences
4. Off-campus suspension
5. Possible expulsion from the Downey Unified School District

## **PROFANITY, VULGARITY, AND OBSCENE MATERIAL**

Students of strong character show proper respect by using appropriate language. No student is permitted to use profane or vulgar language at any time while at school or a school activity. Any profanity or vulgarity directed at or about a teacher or other staff member is not permitted. Writing profanity or vulgarity on any school, teacher, or peer's property is not permitted. These acts will lead to serious consequences and result in disciplinary action.

## **PUBLIC DISPLAYS OF AFFECTION (PDA)**

Public display of affection (PDA) is not acceptable. Students violating the "PDA" regulation are subject to disciplinary measures. This regulation is in effect at all school activities, before school, after school, and anytime students are present on campus. Students caught in any area of the campus or at a school event engaging in any type of PDA will be subject to disciplinary action.

## **SEXUAL HARASSMENT**

Sexual Harassment of or by any employee or of or by any student shall not be allowed. Sexual harassment is prohibited by the Downey Unified School District and may result in disciplinary action to the offending employee or student.

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.

An individual or group feeling subjected to sexual harassment should directly inform the offending person/persons that such conduct must stop. Any conduct of a sexual nature following such notice may be determined to be sexual harassment.

The district will take appropriate action to protect the reporting individual or group from retaliation or other forms of harassment. Incidents of sexual harassment should be reported to the Principal or the Title IX Coordinator at Downey Unified School District.

## **THEFT OR POSSESSION OF STOLEN PROPERTY**

Theft is defined as the removal from another person or the school, an object or substance that is taken without knowledge or permission by any means. Possession of stolen property will be considered theft. Anything taken from a P.E. locker any time during the day will be considered theft. Any violation of these rules will result in disciplinary action.

## **FALSE IMPERSONATION & FORGERY**

Forgery is the act of a student signing a parent, teacher, or staff member or another student's name or changing such signature or other mark such as a grade, date, time, etc. If a student impersonates such person by voice on the telephone, he/she will be considered guilty of forgery. If a student logs in to a device or an account of another student, they will be considered guilty of forgery. Violation of false impersonation/forgery will lead to disciplinary action.

## **FIGHTING**

Fighting is never an acceptable means to resolve conflicts. If a problem exists between or among students, they are encouraged to seek help from guidance personnel before the situation escalates to the fighting stage. Administrators and Counselors are skilled in conflict resolution and are sensitive to complex issues and situations.

If a fight does occur, both participants may be suspended, cited, and/or arrested, regardless of who "struck the first blow." Please note: A person cannot claim self-defense if he/she engaged in verbal antagonizing or challenging prior to the physical altercation. Neither can someone claim self-defense if an opportunity was available to get away or seek assistance from school personnel. Just because a person is hit first does not mean that student has a right to retaliate without consequences. Students who are not involved will be expected to clear the fight area, allowing staff and security personnel complete access to the altercation. Any person blocking or obstructing access to an altercation will also face disciplinary action.

## **FIRECRACKERS, OTHER FIREWORKS, OR EXPLOSIVES**

Firecrackers and other explosives or fireworks are illegal and/or dangerous and are never permitted on campus. Simple possession of such materials will be considered a violation of this policy. Lighting, attempting to light or exploding such materials are serious and major violations of this policy and will result in disciplinary action.

## **GRAFFITI/VANDALISM**

Permanent markers, paint pens, bleach markers, etc. can cause permanent and expensive damage to school property. Possession of these items are always prohibited.

Use of these items to vandalize school property can result in off campus suspension, police notification with possible arrest, payment for damages, possible expulsion from the Downey Unified School District.

## **INTERNET THREATS**

In order to maintain a safe and orderly environment, we encourage parents to discuss responsible internet usage with their student. Students who engage in threats to another student or staff member via the internet will receive disciplinary action such as suspension, social adjustment, or expulsion. Students at Stauffer Middle School do not have access to social media sites such as Instagram, Snapchat, TikTok, etc. however, irresponsible internet activity at home often carries over into the school day, which falls under school jurisdiction. If students make threats online, they will face disciplinary action.

## STUDENT DISCIPLINE

Our goal at Stauffer Middle School is to provide a safe and positive environment where teachers are free to teach, and students are able to learn through positive behavior, intervention, and support. Individual classroom rules and expectations will be explained to students at the beginning of the school year. The following rules and consequences will be applied campus wide.

1. We expect our students to treat others fairly and with respect. Fighting, intimidation (as a group or individual), bullying; physical, verbal or sexual harassment, excessive horseplay, including “play fighting” will not be tolerated. Any such incident occurring to and from school falls under the school’s jurisdiction. Students are encouraged to report any such incident to the administration immediately. It is also important to note that students encouraging these incidences may also be held responsible. Students violating this policy are subject to suspension, citations, social adjustment to a different campus, and/or expulsion.

2. We trust that our students will complete their own work to the best of their ability. Academic dishonesty will not be tolerated. Students taking or giving answers from or to another student or plagiarizing may be subject to detention, loss of privileges, and/or earn a “4” in citizenship for the semester.

3. When the school day is over students must leave the campus immediately. Students waiting for rides may do so in the front of the campus. Students may not leave and return to campus or go to another school campus without permission. Students violating this policy are subject to suspension.

4. Stauffer’s campus is safe. Running is not allowed in the hallways or quad at any time. Students violating this policy are subject to detention.

5. Use of appropriate language demonstrates respect for one another and good citizenship. Profanity is not allowed on campus. Students using vulgar or profane language will be assigned a Saturday School or may be suspended.

6. Good citizens take pride in a clean campus. Therefore, gum is not allowed on campus at any time. Students with gum will be referred to the office and be issued a two-hour detention.

7. We expect that students will not “hang out” in the hallways during passing period. In addition, students are to report to the quad immediately upon entering the campus prior to the 7:55 bell. Students with three tardies to any period will be assigned a Saturday School.

## DEFINITION OF TERMS

- **Detention**
  - School detention is assigned for one hour after school.
- **Alternative Lunch Location**
  - Alternative lunch location is to be served in the designated room assigned. Students are to report directly to the classroom. DO NOT go get lunch as lunch will be provided for all students in the alternative lunch location.
- **Saturday School**
  - Saturday school is assigned on designated Saturdays and is from 8:30 am - 12:30 pm. Students who are late or miss assigned date will result in further discipline.
- **Suspension**
  - A student may be suspended from school if they are in violation of any California Education Code(s). All suspensions are documented and a suspension letter is provided to the parent at the time of the suspension.

# INTERNET ACCEPTABLE USAGE AGREEMENT

While electronic information resources offer tremendous opportunities of educational value, they may also present opportunities for illegal and unethical use. The following represents some of the uses that are prohibited by the District. "Inappropriate Use" includes:

*Inappropriate use of the internet and/or Downey Unified devices includes but is not limited to:*

- Using the network in violation of federal, state and local laws
- Using the network for commercial advertising
- Using copyrighted materials without permission
- Using the network to lobby for votes
- Using the network to access and or distribute a file that contains pornographic and/or illegal material
- Using the network to send/request material that is inflammatory
- Using the network to threaten, harass or post false or defamatory information about a person or organization
- Creating and/or intentionally placing a computer virus on the network
- Using or copying commercial software in violation of its end user license
- Using the network to send/request materials that are inconsistent with the school's code of conduct
- Using the network to send/request student data for inappropriate use
- Using the network to provide addresses or other personal information that others may use inappropriately
- Using the network to make purchases or conduct other personal business during school hours
- Connecting or installing unauthorized equipment and/or devices to the network such as access points, routers, gateways, and non-District computers and peripherals
- Using any hardware or software that interferes with the district network
- Unauthorized access to the district network or student information system (i.e. online grade book)
- Using another user's login/password for any reason
- Disrupting the District network or any other computer system or destroying data by spreading computer viruses or by any other means

Student: I understand and will abide by the Acceptable Usage Policy above. I further understand that any violation of the regulation or policies in the Acceptable Usage Agreement is unethical and may constitute a criminal offense. Should I commit any violation, my access privileges may be revoked, and school disciplinary action and/or appropriate legal action may be taken.

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**Student Name (print)**

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**ID Number**

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**Student Signature**

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**Date**