

OAK CREEK INTERMEDIATE

Student / Parent Handbook



COYOTES

PACK Pride

2023-2024

40094 Indian Springs Rd.

Oakhurst, Ca. 93644

559-642-1570

Oakcreekintermediate.weebly.com

Oak Creek Intermediate Facebook Page

*Coyote image used with permission of the NHL

TABLE OF CONTENTS

Introduction / Mission Statement.....	4
District Calendar.....	5
General Information.....	6
School Delays.....	6
Technology / Chromebooks	9
Attendance.....	11
Independent Study/BLISS.....	12
Activities.....	13
Academics.....	14
8th Grade Promotion Requirements	16
Student Agreement.....	18
Dress Code.....	20
Code of Participation.....	21
Grounds for Suspension.....	21
Health Information.....	24
Transportation Policy.....	26
Safe Storage of Firearms Memo.....	30



OCI 2023-2024

We would like to welcome all our returning and new families to Oak Creek Intermediate School for the 2023-2024 school year. We are excited for another great year and look forward to all the wonderful experiences yet to come.

Oak Creek Intermediate (OCI) is a great place to be and there are many opportunities for parents to get involved. Please keep an eye out for important information from our office and the PTC throughout the year. Our website is also a good resource for information:

www.oakcreekintermediate.weebly.com or <https://www.basslakeschooldistrict.com/>

*You can also follow our facebook page by searching Oak Creek Intermediate facebook

BASS LAKE DISTRICT MISSION STATEMENT

EVERY CHILD.... A PROMISE

We will provide an education that emphasizes reading, mathematics, communications skills, fine arts, technology, and a broad based exposure to many academic disciplines. This education will be achieved in an environment, which enhances integrity, respect, responsibility, and compassion for others. We recognize that these values are best learned when modeled by all adults and children.

OCI Mission Statement

At OCI we guide our students to reach their potential academically, physically, and socially. We will foster the desire to reach their personal best and become lifelong learners. We will teach our students to use technology effectively and appropriately. We believe that academic achievement is measured by the ability to solve problems in an ever-changing world. All of this takes place in a safe, positive, and supportive learning environment.

BOARD OF TRUSTEES

The Bass Lake Board of Trustees meets in regular session on the second Wednesday of each month at 6:00 P.M. at OES. Members of the community are encouraged to attend board meetings. Please feel free to call the school to confirm dates and times.

TRUSTEES

Julie Greenwood
Steven High
Ronda Clarke
Diane Flaherty
Denise Cudd

OCI Coyotes: Pack Pride

Our goal is to create an environment where students demonstrate the elements of Pack Pride.

P	Personal Best
A	Academic Excellence
C	Character
K	Kindness

BASS LAKE JOINT UNION ELEMENTARY SCHOOL DISTRICT
School Year 2023-2024

Board App'd 9/14/22

180 school days

July							August							September							October													
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S							
2	3	4	5	6	7	8															1	2	3	4	5	6	7							
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23	24	25	26	27	28	29	20	21	22	23	24	25	26	17	18	19	20	21	22	23	22	23	24	25	26	27	28							
30	31						27	28	29	30	31			24	25	26	27	28	29	30	29	30	31											
16 STUDENT DAYS							20 STUDENT DAYS							17 STUDENT DAYS																				
November							December							January							February													
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													1	2																				
5	6	7	8	9	10	11	10	11	12	13	14	15	16	7	8	9	10	11	12	13	4	5	6	7	8	9	10							
12	13	14	15	16	17	18	17	18	19	20	21	22	23	14	15	16	17	18	19	20	11	12	13	14	15	16	17							
19	20	21	22	23	24	25	24	25	26	27	28	29	30	21	22	23	24	25	26	27	18	19	20	21	22	23	24							
26	27	28	29	30			31							28	29	30	31				25	26	27	28	29									
16 STUDENT DAYS							11 STUDENT DAYS							19 STUDENT DAYS							16 STUDENT DAYS													
March							April							May							June													
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31																																		
20 STUDENT DAYS							17 STUDENT DAYS							22 STUDENT DAYS							8 STUDENT DAYS													
Legend							Important Dates																											
	Legal Holiday						April 29 & May 13 Makeup Days (In case of used snow/fire days)														Aug 10 First Day School-Full day													
	Board-Declared Student Holiday						BELL SCHEDULE														Sept 4 Labor Day													
	Staff Development/Work Days						Oakhurst Elementary														Oct 6 End of 1st Quarter													
	First and Last Day of School						8:00 a.m. - 2:20 p.m.														Oct 9-13 Parent Conf.-Min. Days													
	Parent-Teacher Conferences						Minimum Day Dismissal -1:20 p.m.														Oct 16-20 Fall Break													
	Minimum Days						Wasuma Elementary														Nov 10 Veteran's Day observed													
	Snow Day						8:00 a.m. - 2:25 p.m.														Nov 20-24 Thanksgiving Break													
GRADUATIONS:							Minimum Day Dismissal -1:25 p.m.														Dec 15 Minimum Day													
<u>Fresno Flats</u>							Oak Creek Intermediate														Dec 18-Jan 3 Winter Vacation													
8th Grade June 10, 1 p.m.							8:00 a.m. - 2:30 p.m.														Jan 1 New Year's Day Holiday													
<u>Wasuma Elementary</u>							Minimum Day Dismissal -1:10 p.m.														Jan 12 End of 2nd Quarter													
8th Grade June 10, 7 p.m.							Fresno Flats														Jan 15 Martin Luther King Day													
<u>Oak Creek Intermediate</u>							7:50 a.m. - 2:00 p.m.														Feb 19-23 Presidents Week													
8th Grade June 11, 7 p.m.							Minimum Day Dismissal -1:00 p.m.														Mar 29 Board Holiday													
Randall Seals - Superintendent																					Apr 4 End of 3rd Quarter													
Jeanne Snow - Executive Assistant																					Apr 8-12 Parent Conf.-Min. Days													
Kathy Murphy - Principal, OES																					Apr 15-19 Spring Break													
Yvonne Horton, School Secretary																					May 27 Memorial Day													
Heather Archer - Principal, WES																					June 12 Last day of School													
Molly Rich, School Secretary																																		
Tim McGrew - Principal, OCI																																		
Marie Astorga - School Secretary																																		
How to Reach Us																																		
District Office														642-1555																				
Business Office														642-1555																				
Transportation-MOT														642-1555																				
Fresno Flats														642-1585																				
Oakhurst Elementary														642-1580																				
Oak Creek Intermediate														642-1570																				
Wasuma Elementary														642-1585																				

Bass Lake Joint Union Elementary School District
40096 Indian Springs Road ~ Oakhurst, CA 93644
Phone: 642-1555 FAX: 296-2515

GENERAL SCHOOL INFORMATION

First Bell at 7:55. School begins at 8:00 and ends at 2:30. Minimum Day Mondays end at 1:10.

*Those students who walk, ride bicycles or are brought to school other than by the bus are allowed to arrive on campus no earlier than 7:45 am.

DAILY SCHEDULES

Regular Schedule	7:55 - 2:30
Minimum Day / Early Release (Every Monday)	7:55 - 1:10

BAD WEATHER – SCHOOL DELAYS

If there is a need to delay the start of school all times will be adjusted by one hour increments. A ONE HOUR DELAY SCHEDULE means buses will run one hour later than their normal time. TWO HOUR DELAY SCHEDULE means buses will run two hours later than their normal time. If it becomes necessary to delay more than two hours, we will cancel school for the day. Phone and Parent Square messages will be sent to each OCI family to alert them of any school delays or cancellations. Since an automated system is used for inclement weather notifications and emergencies it is critical that you notify the school if your email or phone number changes. Delays and cancellations will also be announced on social media and local TV and radio stations.

Buses will run at the normal times in the afternoon unless conditions described above exist.

AFTER SCHOOL RULES

It is important that each child either walks, rides the bus, or has a ride waiting for them at 2:30 PM. There is no supervision provided for students after school. Students are only allowed to remain on campus if they are involved in a program that is being supervised by a teacher (i.e. school sports team, drama, homework club, etc.). Because of supervision and safety reasons, students are not allowed to wait after school for outside sponsored activities (i.e. soccer, baseball, etc.). No students on campus after the buses leave unless at a school activity or club.

CLOSED CAMPUS

OCI is a closed campus. This means that once students arrive at school they shall not leave until school is out or until the student has been checked out through the front office.

*BREAKFAST PROGRAM

OCI is still offering breakfast daily from 7:45 to 7:55. Breakfast is served from the snack shack and is free to all students.

*LUNCH PROGRAM

OCI has an outstanding lunch program providing a class A hot lunch. Lunch is free to all students.

FOOD IN THE CLASSROOM

Students are not to eat in class. We do have bottled water for students in class. They may bring a water bottle to fill during the day. Water is the acceptable in class beverage.

MILK ALLERGIES

The State of California requires a doctor's certificate stating your child is allergic to milk in order to receive a replacement.

FREE AND REDUCED LUNCHES

Please fill out the forms, though lunch and breakfast are free to all this year, having these forms filled out helps us to be reimbursed for the meals.

SNACK SHACK

The Snack Shack is open every day at first break. It offers students healthy snacks ranging in price from 50 cents to \$1.00. The Snack Shack is operated by the teachers and the proceeds go toward scholarships given to selected graduates of YHS who were previous OCI Students.

LIBRARY

The OCI library is well-stocked and we encourage students to use it frequently. Students can check out up to 3 library books or materials at a time. Students must have no overdue books or materials to be able to check out new materials. If books or materials are more than one month overdue, a bill will be sent home. Bills must be cleared before any new materials can be checked out. Students with outstanding bills are placed on the ineligibility list.

OFFICE TELEPHONE USE BY STUDENTS

Students will be allowed to use the office phone if their teacher or office staff has given them permission, in the form of a written pass. Teachers will give permission based upon an established need.

PERSONAL PROPERTY ON CAMPUS

Personal property brought to campus is the sole responsibility of the person who brings these items. The school is not responsible for any personal items that are lost, stolen or misplaced. Leave large sums of money; expensive items (i.e. sunglasses, expensive clothing and hats, etc.) and any other items of sentimental value at home.

INSURANCE

The school does not offer playground or any type of accident insurance. However, there is insurance available from an outside company that may be purchased at any time during the school year for a reasonable cost. **This insurance can help cover the cost of medical care for accidents that happen during school sponsored athletics and activities. Enrollment forms are available on the district website @basslakeschooldistrict.com., and in the first of the year digital “paperwork”.**

LOST AND FOUND

Throughout the year students lose or misplace items on campus. Articles are brought to the office so students can check for their missing items. Clothing will be stored and kept in the blue bin near the entrance to the gym, until the end of each month. Items that are unclaimed are donated locally.

PARENT TEACHER CLUB (PTC)

OCI is proud to have a very supportive PTC. Their main function is to provide support for classroom and co-curricular activities at OCI. There is always a need for parent participation and we encourage each of you to do your part in making your child's education the best it can be. If you would like to get involved in PTC, call the school for details. 642-1570

OCI SCHOOL SITE COUNCIL

The Site Council is composed of parents elected by the school community, Faculty members elected by the faculty, classified staff representative elected by CSEA, and one administrator. The council is responsible for input into the School Site Plan and in recommending categorical program expenditures. The School Site Council meets 4 to 6 times a year.

FIRE AND LOCKDOWN DRILLS

Emergency drills are scheduled to ensure that our staff and students are fully prepared to orderly evacuate either the buildings or the campus in case of an emergency. These drills are planned in advance and students are instructed in the procedures they should follow in case of an emergency.

BOUNDARIES

Students must stay within the designated school boundaries. Students are to be in plain sight and are not to hide behind buildings or in rooms without supervision. Students should not be in a room without a supervisor. If students leave campus without permission they are subject to disciplinary action. Students are not allowed in the staff room.

EDUCATIONAL MATERIALS

TEXTBOOKS

All textbooks are provided by the school district and will be issued to students by their classroom teacher, through the library. Textbooks are numbered and given a "condition" prior to being issued to the student. Textbooks are to be covered in order to prevent excessive wear and tear. Textbooks should be kept at home. Students can access textbooks online through the district website. Students do not have to check out a book. Students and parents will be responsible for the cost of replacement or repair to books that are lost or stolen or for books showing excessive wear and tear. Please be aware that it is not uncommon for student textbooks to cost more than \$80.00 each. Students must return the book that was issued to them at the beginning of the school year. Students having obligations for lost or damaged books or materials, or damage to school property, will not be allowed to participate in co-curricular activities and will have their final report card held back until obligations are cleared.

CHROMEBOOKS

Chromebooks are provided to each student at OCI for use during the school day and at home. Students and parents are responsible for willful damage and or loss. Use of the Chromebook and all technology while at school and at home must be for education and research within the educational goals and objectives of OCI.

*******Google Search and email monitoring.**

BLSD uses a program that alerts administration to any inappropriate search or email. Students are to use their chromebook for school related purposes only. Inappropriate searches or communication is subject to disciplinary action.

Student shall agree to:

Respect the privacy of students and teachers.

Not delete or copy files from another user.

Keep passwords private.

Use appropriate language and only visit appropriate sites.

Not send, display, or receive messages, pictures, or other media which are dishonest, abusive, obscene, sexually inappropriate, threatening, or racially offensive, considered harassment, or offensive to human dignity.

Understand that offensive messages that originate outside of school, but negatively impact school are subject to school consequences as well as local law enforcement consequences.

Use the internet only with a teacher's permission.

*School Administration and staff have the authority to restrict access to Chromebooks or other types of technology that is not used in compliance with these guidelines.

Parent/Guardian and student shall agree to:

Secure the equipment and supervise proper use, ensuring that there will be no modifications of, or additions to, existing programs or software;

Adhere to the district's internet use agreement and use only for school purposes;

Provide necessary and safe transportation of the equipment between district and home;

Acknowledge that the equipment was purchased for student use with state funds and remains the property of Bass Lake Joint Union Elementary School District;

Agree that equipment will not be used by other members of the family or by friends;

Assume responsibility for the replacement or repairs when lost or willfully damaged.

Acknowledge that the equipment may be required to be returned to school at any time it is determined that the equipment is not being used properly or when the the district determines use at home and/or use of the equipment is no longer appropriate;

Cost of Chromebook Repair

Screen Replacement	\$150
Missing Charger	\$40
Case Damage/Keyboard Repair	\$150
Water Damage (Total loss)	\$400

ATTENDANCE

Students are tardy if they are not in class at 8:00 am.

The Board of Trustees believes that regular attendance plays an important role in student achievement. The Board shall work with parents/guardians and students to ensure their compliance with all state attendance laws, and may use appropriate legal means to correct problems of chronic absence or truancy. Students who have attendance problems will be referred to the Eastern Madera County School Attendance Review Board.

ATTENDANCE PROCEDURES

The state laws of California require attendance of every person under eighteen (18) years of age. The law states that an absence may be excused if the absence is due to:

- Illness
- Doctor or Dental appointment
- Death in the immediate family
- Funeral for member of immediate family
- Quarantine

Other reasons authorized at the discretion of the principal or designee.

- Court appearance
- Funeral service not immediate family
- Observance of a religious holiday or ceremony
- To spend time with an immediate family member who is an active duty member of the service.
- Attendance at a naturalization ceremony to become a United States citizen.
- Participation in religious exercises
- To receive moral and religious instruction at the student place of worship.
- Participation in a public school performance.

Any other reason is considered unexcused, per California Ed Code.

When a student is absent from school, a telephone call from the parent or guardian by 9:00 am that day is required and appreciated.

If a student has been absent and no call has been made, then the parent needs to call the school with the needed information or the student must bring a written note to the front office with the following information when he/she returns to school.

- a. Date of note and date(s) of absence(s)
- b. Reason for absence
- c. Signature of parent or guardian.

If a student is chronically absent from school, 10% or more unexcused absence, they are not eligible to participate in extracurricular activities.

LEAVING SCHOOL EARLY

Students who must leave campus early need to follow the procedures listed below.

- For people other than parents, have the student bring a note from home indicating the reason for leaving, the time they need to leave and who will be picking up the student.
- Parents who wish to pick-up their child during school hours need to check in at the front office before taking their student.
- Sign out your child on the computer in the front office before leaving campus.

INDEPENDENT STUDY CONTRACTS (ISC)

Students who, due to family emergencies or unexpected business, will be absent from school for 5 or more days are allowed to complete Independent Study Contracts (ISC).

Please follow the following procedures for ISC's:

Obtain the contract at least 5 days in advance from the office. (More time is preferred).

Complete the form and return it to the office so work can be obtained in advance.

All work must be completed upon your student's return to school, to obtain credit and an excused absence.

*ISCs must be requested and signed by the school **PRIOR** to the absence. NO credit can be given towards attendance during or following the absence.*

*Students with a history of not completing their independent study work will not be approved for an ISC.

Bass Lake Independent Study School (BLISS)

BLISS is for students who want to complete their education under supervision of their parent or guardian at home with weekly oversight of a certificated teacher. The BLISS program consists of three components:

- 1) A daily, 15 - 60 minute live class session via Google Meet
- 2) Daily learning and coursework completed through an online program under the supervision of parent or guardian as a "learning coach."
- 3) A weekly progress check appointment with the parent, student, and independent study certificated teacher to verify completion of assigned work, ensure satisfactory educational progress, and review weekly learning goals.

BLISS students have access to their school's extracurricular activities. Students may participate in electives, band, sports, and dances provided they meet eligibility requirements.

ACTIVITIES

ATHLETICS

In order to participate in sports students must be eligible (academics, behavior, and financial).

Boys Flag Football	Girls Volleyball	Cross Country
Boys and Girls Soccer		Boys and Girls Basketball
Track and Field	Boys Volleyball	Girls Flag Football

*First Quarter Eligibility is checked at the 5 week point in the quarter. Students who fall below a 2.0 GPA are no longer eligible to participate in sports for the remainder of the quarter.

AFTER SCHOOL CLASSES

After school classes will be offered throughout the year based on interest.

ELECTIVES

OCI has a wide range of elective offerings. Leadership, Spanish, American Sign Language, Art, Drama, Yearbook, Photo, Lego Robotics, Cadet Corps and Band.

MASS: Mountain Area Ski School

The ski program is offered to 6th - 8th grade students on a pay to participate basis. Instruction is provided for beginners through advanced levels and is open during the ski season at Badger Pass. More information will be coming as ski season approaches.

FIELD TRIPS

Parents must consent to their child's voluntary participation each time there is a field trip. The school issues a year long permission slip in the first of the year packet. This permission form must be on file for your child to participate. *To attend fun field trips students must meet behavior, academic, financial, and attendance eligibility requirements. To attend academic field trips a student must meet behavior eligibility requirements.*

ACADEMIC TRIPS (if conditions allow)

6th Grade: Green Meadows Outdoor School

7th Grade: Trout Study on Lewis Creek

8th Grade: Catalina Marine Institute on Catalina Island

ACTIVITY FUNDING

Although dances raise money for student activities, additional requests may be made to help finance study trips throughout the year. Students will be asked to fundraise, donate or contribute to specific trips. Fundraisers are planned during the year by teachers or parent committees.

The approximate costs for each grade level activity are:

6th grade - \$350

7th grade - 0

8th grade - \$350

Other classes/student groups may have fundraisers or ask for donations as needed to support specific events or purchases. Fees for materials or trips may be charged for extra-curricular classes, clubs, or organizations.

DANCES

Dances are held periodically through the year. Dances are from 6:00 - 8:00 and held in the gym. Snack foods and soda are sold in the Snack Bar. Students must be eligible for grades, behavior, attendance. *Students who enter a dance, at OCI or any other mountain school, under false pretenses (ex. forged or faked permission slip, sneaking in) will no longer be eligible to attend dances for the year.*

ASB

OCI offers a student government program to allow for student input into school procedures. Elections are held for ASB Offices for President, Vice-President, Secretary, Treasurer. In addition, each class elects a representative to the ASB Council each year. ASB officers are responsible for planning student activities, dances, rallies, fun days, and other student events.

POSITIVE BEHAVIOR RECOGNITION

Students will be recognized for having positive behavior throughout the year. We are using a "Token Economy" to reward students for specified positive behaviors. The PACK points earned by students will be used by them to "buy" "things" at the store "PACK Station", open 6 times a year. The points will also be able to be spent on quarterly activities/events.

ACADEMICS

Grading

OCI has a grading system that reflects high but realistic expectations for student learning. If there is a question at any time about grades, please contact your child's teacher directly. Parents and students can access their grades anytime through the Aeries Parent Portal.

PE Grading

PE grading is based on 5 points per day. Students start each day with 5 points. Lack of participation, effort or breaking rules will result in a loss of points. The mile is run regularly and points are based on a sliding scale according to time.

PE Make Ups

PE make up sheets are available in each homeroom and from Mr. Peterson. PE make ups allow students to make up their missed assignments, as they would be required to for other classwork. Students may select an activity from the form or talk to Mr. Peterson, to receive credit for other activities. The student has 5 school days to turn in a PE make up.

Homework Policy

If you are absent, you can generally get your assignments from Google Classroom.

- Students will receive a one day extension for each day of absence.
- Late homework that is turned in after the due date will not receive full credit.
- Project grades are subject to checkpoint due dates and the final product.
- Students who will be absent for an extended period of time should sign up for Independent Study. See Miss Marie in the office to start the independent study process.

**More information about Independent studies can be found on page 11.*

Homework Club

Homework Club is offered free of charge, 3 days a week after school, from 2:30 to 3:30. One of our teachers is responsible for supervision and helping students with their homework. Parents need to provide transportation home.

Aeries Portal

All parents are encouraged to sign up for access to your child's grades through Aeries, our student information system. This allows parents 24/7 access to your child's grades.

Report Cards

A report card is completed for every student at the end of each quarter. Parent conferences are held at the end of the 1st and 3rd quarters. Report cards are mailed home 2nd and 4th quarters.

HONOR ROLL REQUIREMENTS

Each student in the 6th through 8th grade is eligible for Honor Roll status in Academics.

Honor Roll	3.0 - 3.49
High Honor Roll	3.5 - 3.99
Principal's Award	4.0

ACADEMIC HONESTY

The staff at OCI is concerned about the problem of cheating. To more effectively and consistently deal with this problem, we have drafted the following policy. Cheating includes but isn't limited to: Copying the work of another student, giving answers during a test, misrepresenting grades when grading papers.

Consequences for cheating:

First Offense	A 0 for all parties involved and LD. No making up the work .
Second Offense	A 0 for all parties involved and suspension from class. No making up the work.
Third Offense	A 0 for all parties involved and OCS. No making up the work .

AWARDS

OCI acknowledges individual students for their outstanding performance. PACK Pride Awards are given for achievement and improvement in the areas of Personal Best, Academics, Character, and Kindness.

8th GRADE PROMOTION REQUIREMENTS

Students must maintain an overall 2.0 GPA in all subjects for the year to participate in the promotion ceremony and go to the Water Park Promotion Celebration. Students that do not have a 2.0 average for the year will go to high school, but will not go through the OCI Promotion Ceremony nor the Water Park Promotion Celebration. Students that have been suspended 2 or more times throughout the year or are suspended the day of the ceremony are not eligible to attend.

STUDENT BEHAVIOR

OCI DISCIPLINE PROGRAM

Success in life depends in part on self-discipline. At OCI we have developed a school wide discipline plan which affords every student guidance in making good decisions about their behavior. We communicate clear behavioral expectations to students, staff, and parents with the goal of providing the opportunity for our students to learn in a positive, safe environment. The system is designed to allow for progressive consequences while at the same time communicating expectations and allowing students to learn from inappropriate choices.

CONFLICT RESOLUTION MODEL

Staff members are encouraged to use in-kind consequences or individual discipline programs for minor offenses. Any minor personal problems between students should be handled in a 3 step manner:

1. Tell the other person you don't like what they are doing and tell them to stop.
2. Walk away
3. Tell the teacher or yard duty person who will monitor the situation as warranted.

Under no circumstances should the students take a physical correction on themselves. Students who choose to take physical action will be subject to consequences. Each instance is a separate and individual case. Students who act in a defensive manner and take no aggressive action will of course be dealt with differently.

LEVELS OF ACTION

Detention is held during lunch. Students bring their lunch and spend their time reflecting on their inappropriate choice and how they will handle the situation next time. Time is taken to talk about the incident, come up with alternatives, and discuss consequences for additional violations.

OCS (On Campus Suspension)-The student with OCS is assigned to the office for the day and all privileges (sports, dances, field trips, etc.) are lost for 5 school days starting on the day of the offense. OCS deducts 3 behavior points.

Suspension -Suspension is served at home for a period of 1 to 10 days depending on the severity of the offense. All privileges and eligibility are lost for 2 school weeks starting on the day of the offense. The first suspension deducts 4 behavior points. A second suspension will deduct 6 behavior points. A contract will be drawn up to further determine eligibility and requirements for continued enrollment at OCI upon further suspensions.

Student Hearing- In cases where continued problems exist, it may be necessary to call for a meeting to determine if an alternate placement may be appropriate.

CELL PHONES

Cell phones are allowed on campus, HOWEVER, they must be powered down (TURNED OFF) and be in a backpack. Cell phones that are out or used during school hours for texting, phone calls, gaming, or any other activity will be confiscated and turned into the office. The school reserves the right to require students to check in their cell phone in the office after the 3rd incident.

Students will not use the devices to take pictures or videos while on campus. Cell phones or other devices capable of taking pictures or video may not be used on school buses, in locker rooms, bathrooms, changing rooms, or be used in a situation that may cause embarrassment or humiliation to their fellow students, staff, or visitors.

Consequences for not following cell phone rules may include: Lunch detention, parent required to pick up the phone, loss of points, student checking in and out phone while on campus.

Student Agreement

All students will sign the Student Agreement. The Student agreement governs all behavior eligibility outside of suspension. Parents are notified by email when points are lost. Parents are notified by email and phone after 5 points are lost.



Student Agreement

Date: Aug. 11, 2023

Students:

Name _____

Reason for Contract: To reinforce the type of behavior that will best represent OCI on field trips, sports, dances, after school activities, and other extracurricular activities.

Terms: Students will start out with 10 behavior points. Students must have at least 1 point left to participate in extracurricular activities. Violation of the following rules will result in removing points. Students may earn back half of the points, up to a max of 5, that were lost in the first semester at the beginning of the second semester by doing community service. Points earned back must be verified by the first day of school after February break.

Single Points

Profanity

No show to assigned detention

Other minor infractions: Defiance, Disrespect, Gum, Cell Phone, Dress Code Violation. Etc.

Multiple Points

Racial slurs or spoken or written content of that nature, loss of 2 points

On Campus Suspension (3) also carries 5 days of ineligibility

Home Suspension (4, 6 for the second) also carries 2 weeks (4 weeks for the second) of ineligibility

Any student with 2 suspensions during the year is not eligible for field trips, extracurricular activities, and for 8th grade students, the Promotion Ceremony and Water Park Celebration.

REDEMPTION

Students who earn two suspensions or a total of 5 or more days suspended in a school year are ineligible for all events including but not limited to; sports, dances, field trips including Catalina and Green Meadows, and for 8th grade students, the promotion ceremony. Two suspensions or 5 or more days suspended, leaves us seriously questioning a student's judgment and therefore excludes them from participating in activities where good judgment is a must.

With this in mind, we also want to continue to encourage students to exercise good judgment and appropriate behavior. We have two ways to achieve this. First we allow students the opportunity to make up half of the behavior points they have lost by the end of the 2nd quarter. The make up period is from the end of second quarter to the end of February break. The second way addresses 8th grade students who have earned 2 suspensions. At the request of the student or parents, we will create an Individualized Behavior Plan for that student. This plan will define how a student can earn back the opportunity to participate in the promotion ceremony, *not the other field trips*. This can only be used if the student is able to abide by the Behavior Plan for at least 1 quarter up to the promotion ceremony. Meaning that this excludes students who earn a second suspension in the 4th quarter.

BEHAVIOR CONTRACTS

When it becomes apparent that there is a pattern of inappropriate behavior, parents, teachers, administration, and the student, will meet to agree on a contract that clearly outlines appropriate behavior and lists consequences to be taken if the behavior does not improve.

Teachers will deal with normal classroom management by working with the child through requests, warnings, conferences, and assign sentences to write that define the inappropriate behavior. Students may lose privileges as a classroom management tool prior to being sent to the Principal's office.

California Education Code section 48910 gives teachers the right to suspend students from their class for the remainder of that day plus one additional day. In the event a student is suspended from a class they will:

- Be sent to the principal's office.

- Be required to complete all assignments while in the office

- Be required to contact their parent/guardian and explain their actions.

Other interventions could include Student Study Teams (SST), Behavior contracts, and special arrangements on campus such as on-campus suspension. Additionally the district has developed an alternative school setting to assist with some of these discipline problems.

ALTERNATIVE PLACEMENT

Community Day School - Community Day School is housed on a separate campus and consists of a highly structured academic and behavior program for those students that have committed expellable offenses, have been expelled, had poor attendance, or have been recommended for transfer by a district level committee. CDS typically lasts from 1-4 quarters depending on the severity of the offense as decided by a district panel.

STUDENT DRESS AND GROOMING

We believe it is essential that students are dressed properly and come to school in a neat and clean condition. This not only helps with their own self-esteem but also provides a safe, clean environment for students and staff. Clothing is restricted in the sense that student dress is appropriate, neat, clean, modest and is not a distraction to the learning environment. Examples of restrictions for clothing are listed below.

DRESS CODE

- Clothes shall be sufficient to conceal undergarments. See-through tops and bare abdomens are prohibited. T Test for bare midriff.
- Clothing, jewelry, and personal items shall be free of writing, pictures, or any other insignia which is vulgar, lewd, obscene, profane, or sexually suggestive or which promotes the use of alcohol, drugs, tobacco, hate, gang related activity, or illegal activity.
- Clothing, jewelry and general appearance must not interfere with school work, create disorder, or disrupt the educational process.
- Shoes and shirts must be worn at all times. Students must wear clothing appropriate for physical education including athletic shoes. Note: Sandals, Ugg type boots, and similar "shoes" are not appropriate for PE.
- All clothing tops must have a minimum 1 inch wide strap on both shoulders.
- No low cut or backless (exposed below mid-back) tops.
- Shorts must have a minimum 4 inch inseam.
- Hats/caps/other types of head coverings are to be worn as intended and removed while inside.
- Sun glasses (unless prescription), are to be removed inside all buildings.
- No wallet or pocket chains. Jewelry which could be a safety issue is not acceptable.

The administration maintains the right to address any other issue related to appearance or dress not mentioned here. Students found to be in violation of the dress code will be provided alternate clothing to wear during the day.

CODE OF PARTICIPATION

Eligibility for participation in all non-graded co-curricular activities (sports, drama, student government, dances, grade level trips, other after school activities) can be affected by situations as listed and defined below. Many programs also have "participation contracts" stating what is expected from each student. Emergency cards must be on file to participate in any activity or field trip.

Academic Ineligibility

- The student has not maintained a GPA of 2.0 with no more than 1 "F" grade each quarter.
- 2 "F" grades automatically make the student ineligible.

Financial/Documents Ineligibility

- The student has not cleared debts to the school (library books, etc.)
- The student has not returned to school property, or required documents.

Behavioral Ineligibility

- Student is on Home Suspension of any length, ineligibility is 30 school days.
- Students that have accumulated 10 Student Agreement points are ineligible for the rest of the semester. Students may choose to do community service to earn back half of points lost in the first semester by doing community service.

Attendance Ineligibility

- Student has been absent for more than 10% of the school year to date.*

*Exceptions include medical, dental, court appearances, or other valid reasons.

GROUND FOR SUSPENSION

SECTION 48900 CALIFORNIA EDUCATION CODE: A pupil shall not be suspended from school unless the principal determines that the pupil (1) while on school grounds, (2) while going to or coming from school (3) during the lunch period whether on or off campus (4) during or while going to or coming from a school sponsored activity.

(a) (1) Caused, attempted to cause, or threatened to cause physical injury to another person.

(2) Willfully used force or violence upon the person of another, except in self-defense.

(b) Possessed, sold, or otherwise furnished a firearm, knife, explosive, or other dangerous object, unless, in the case of possession of an object of this type, the pupil had obtained written

permission to possess the item from a certificated school employee, which is concurred in by the principal or the designee of the principal.

(c) Unlawfully possessed, used, sold, or otherwise furnished, or been under the influence of, a controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health and Safety Code, an alcoholic beverage, or an intoxicant of any kind.

(d) Unlawfully offered, arranged, or negotiated to sell a controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health and Safety Code, an alcoholic beverage, or an intoxicant of any kind, and either sold, delivered, or otherwise furnished to a person another liquid, substance, or material and represented the liquid, substance, or material as a controlled substance, alcoholic beverage, or intoxicant.

(e) Committed or attempted to commit robbery or extortion.

(f) Caused or attempted to cause damage to school property or private property.

(g) Stole or attempted to steal school property or private property.

(h) Possessed or used tobacco, or products containing tobacco or nicotine products, including, but not limited to, cigarettes, cigars, miniature cigars, clove cigarettes, smokeless tobacco, snuff, chew packets, and betel. However, this section does not prohibit the use or possession by a pupil of the pupil's own prescription products.

(i) Committed an obscene act or engaged in habitual profanity or vulgarity.

(j) Unlawfully possessed or unlawfully offered, arranged, or negotiated to sell drug paraphernalia, as defined in Section 11014.5 of the Health and Safety Code.

(k) (1) Disrupted school activities or otherwise willfully defied the valid authority of supervisors, teachers, administrators, school officials, or other school personnel engaged in the performance of their duties.

(l) Knowingly received stolen school property or private property.

(m) Possessed an imitation firearm. As used in this section, "imitation firearm" means a replica of a firearm that is so substantially similar in physical properties to an existing firearm as to lead a reasonable person to conclude that the replica is a firearm.

(n) Committed or attempted to commit a sexual assault as defined in Section 261, 266c, 286, 287, 288, or 289 of, or former Section 288a of, the Penal Code or committed a sexual battery as defined in Section 243.4 of the Penal Code.

(o) Harassed, threatened, or intimidated a pupil who is a complaining witness or a witness in a school disciplinary proceeding for purposes of either preventing that pupil from being a witness or retaliating against that pupil for being a witness, or both.

(p) Unlawfully offered, arranged to sell, negotiated to sell, or sold the prescription drug Soma.

(q) Engaged in, or attempted to engage in, hazing. For purposes of this subdivision, "hazing" means a method of initiation or preinitiation into a pupil organization or body, whether or not the organization or body is officially recognized by an educational institution, that is likely to cause

serious bodily injury or personal degradation or disgrace resulting in physical or mental harm to a former, current, or prospective pupil. For purposes of this subdivision, “hazing” does not include athletic events or school-sanctioned events.

(r) Engaged in an act of bullying. For purposes of this subdivision, the following terms have the following meanings:

(1) “Bullying” means any severe or pervasive physical or verbal act or conduct, including communications made in writing or by means of an electronic act, and including one or more acts committed by a pupil or group of pupils as defined in Section 48900.2, 48900.3, or 48900.4, directed toward one or more pupils that has or can be reasonably predicted to have the effect of one or more of the following:

(A) Placing a reasonable pupil or pupils in fear of harm to that pupil’s or those pupils’ person or property.

(B) Causing a reasonable pupil to experience a substantially detrimental effect on the pupil’s physical or mental health.

(C) Causing a reasonable pupil to experience substantial interference with the pupil’s academic performance.

(D) Causing a reasonable pupil to experience substantial interference with the pupil’s ability to participate in or benefit from the services, activities, or privileges provided by a school.

(2) (A) “Electronic act” means the creation or transmission originated on or off the school site, by means of an electronic device, including, but not limited to, a telephone, wireless telephone, or other wireless communication device, computer, or pager, of a communication, including, but not limited to, any of the following:

(i) A message, text, sound, video, or image.

(ii) A post on a social network internet website, including, but not limited to:

(I) Posting to or creating a burn page. “Burn page” means an internet website created for the purpose of having one or more of the effects listed in paragraph (1).

(II) Creating a credible impersonation of another actual pupil for the purpose of having one or more of the effects listed in paragraph (1). “Credible impersonation” means to knowingly and without consent impersonate a pupil for the purpose of bullying the pupil and such that another pupil would reasonably believe, or has reasonably believed, that the pupil was or is the pupil who was impersonated.

(III) Creating a false profile for the purpose of having one or more of the effects listed in paragraph (1). “False profile” means a profile of a fictitious pupil or a profile using the likeness or attributes of an actual pupil other than the pupil who created the false profile.

(iii) (I) An act of cyber sexual bullying.

(II) For purposes of this clause, “cyber sexual bullying” means the dissemination of, or the solicitation or incitement to disseminate, a photograph or other visual recording by a pupil to

another pupil or to school personnel by means of an electronic act that has or can be reasonably predicted to have one or more of the effects described in subparagraphs (A) to (D), inclusive, of paragraph (1). A(s)

A pupil shall not be suspended or expelled for any of the acts enumerated in this section unless the act is related to a school activity or school attendance occurring within a school under the jurisdiction of the superintendent of the school district or principal or occurring within any other school district. A pupil may be suspended or expelled for acts that are enumerated in this section and related to a school activity or school attendance that occur at any time, including, but not limited to, any of the following:

- (1) While on school grounds.
- (2) While going to or coming from school.
- (3) During the lunch period whether on or off the campus.
- (4) During, or while going to or coming from, a school-sponsored activity.

HEALTH INFORMATION

IMMUNIZATIONS Required for 7th Graders

Tdap Booster - Required one dose after 7th birthday. Students will not start without this vaccination.

Hepatitis B 3 doses – required to begin prior to the start of 7th grade.

1. Parents or guardian must provide the dates (month, day, and year) of each immunization received.
2. A physician's signature, including month and year of occurrence, is necessary to document the disease of measles, mumps, or rubella in lieu of immunization. If this is not possible, immunization is required.
3. While a parent's signature will suffice to claim a religious or philosophical exemption to these regulations, a physician's signature is exempt and if there is an outbreak of any one of these diseases, the child may be temporarily excluded from school for his/her protection.
4. Students not meeting standards and not claiming exemptions must initiate a schedule of immunization within 10 working days of school entrance or be excluded from school by authorization of the health department.

COMMUNICABLE DISEASES

If your child complains of stomach ache, earache, sore throat, cold symptoms, or has not been free of fever for at least 24 hours, he/she should be kept at home for observation. If your child is absent because of one of the following diseases, please notify the school office: strep throat, scarlet fever, chicken pox, mumps, red measles (Rubella), German measles (Rubella), impetigo, pink eye, ringworm, scabies, and lice.

SICK ROOM

OCI does not have a nurse on daily duty. Students who become ill will need to check in at the office and call their parents or guardian to be taken home. The sick room is for emergency use only. Any child with a temperature of 99.4 or over (orally) will be sent home.

COMMUNICABLE DISEASE POLICY

<u>Disease</u>	<u>Incubation</u>	<u>May return to school</u>
COVID 19	10-14 days	14 days. Isolated 14 days. No symptoms.
Chicken Pox	14-21 days	After appearance of pox and all crusts are dry.
German Measles	14-21 days	When rash is gone, usually 18 days..
Impetigo	Within 5 days	Must be under treatment and lesions dry.
Influenza	1-3 days	On complete recovery.
Measles	10 days	7 days after the rash.
Mumps	12-26 days	Until swelling of salivary glands has subsided.
Ringworm	Unknown	Must be under treatment and lesions covered.
Scabies (itch)	24-48 hours	Must remain at home until cleared.
Scarlet Fever	2-5 days	When symptoms are gone / antibiotics taken.
Whooping Cough	7-10 days	At least 21 days upon recovery

FIRST AID AND ILLNESS DURING THE SCHOOL YEAR

First aid is administered in case of minor injuries. If illness or a serious accident occurs during the school day, an attempt is made to notify the home at once. For this reason, the school requires an emergency number to call when parents are not at home. If the parent cannot be reached, the school will send the child to the hospital when necessary. It is important that the school be notified immediately of any changes in phone number for the benefit and welfare of the child.

MEDICATION

California State Law states that MEDICATION, over the counter and prescription, MAY NOT BE DISPENSED by school personnel without a PHYSICIAN'S ORDER and written permission from the parent. Occasionally a child under medical care may continue to attend school. In these special cases, school personnel may administer medication when parents provide a PHYSICIAN'S ORDER which includes name(s) of the medication, dosage, time(s) and duration that the medication is to be given to the child. The medication MUST be sent to school in the original container from the pharmacy. At the beginning of each school year or upon entry to school a "Medication at school" form must be completely renewed including a new physician's order

TRANSPORTATION BUS POLICY

BUS RULES AND REGULATIONS – While On the Bus

- Upon boarding the bus, students shall immediately be seated, facing forward, and remain in that seat for the remainder of the route, unless given permission by the driver to change seats. Lying down in the seat or sitting on the floor is not acceptable.
- The driver may assign seats on the bus, and students shall sit in their assigned seat.
- Students shall be courteous to the driver and to fellow students.
- Students shall not mar or otherwise deface the bus.
- Students are not to tamper with mechanical equipment, accessories or controls of the bus which can divert the driver's attention and may result in an accident.
- Students are to keep their hands to themselves.
- Students shall assist in keeping the bus safe and clean at all times.
- Students are not to throw litter on the floor of the bus as a bag or box is provided for trash.
- Students shall keep all body parts and clothing inside the bus at all times.

- Students shall never leave the bus through the rear door, except during an emergency situation.
- The driver will not let students off the bus at places other than the regular bus stop at home or at school unless by written authorization of the parent signed by the principal or school secretary. Phoned in bus changes shall not be honored except in emergency situations.
- In case of a road emergency involving the bus, or the bus and another vehicle, the students are to remain in the bus, unless given other instructions by the driver.
- Eating and drinking on the bus are prohibited.

SCHOOL BUS RULES AND REGULATIONS

Student conduct on school buses, as part of the school environment, follows all the requirements and provisions as outlined in the code. Disciplinary action (removing a student's privilege to ride a school bus) must be the result of behavior serious enough to warrant suspension from riding the bus, school, or both.

The privilege of any student to ride a school bus is conditioned upon his good behavior and observance of the following rules and regulations. There is no room for variance from the rules and regulations, as any variance could endanger the safety and welfare of several children.

The punishments stated constitute the possible penalty in each case. More severe punishments may be administered at the discretion of the administrator involved. Other bus regulations, not specifically covered, are governed by the minimum penalty of the category in which they are placed. Warning Citations may be issued at the discretion of the driver.

A. Throwing items	1st offense	3 days off bus
B. Refusal to sit in assigned seat	2nd offense	5 days off bus
C. Insubordination	3rd offense	10 days off bus
D. Possession/Use Weapons Cont. Sub.		
G. Obscene language	Each offense 3-10 days off bus	
I. Having body parts and/or other items out of windows.		
K. Excessive noise/mischief		
E. Fighting on the bus or at the bus stop	1st offense	5 – 10 days off bus
F. Abusiveness to driver (verbal)	2nd offense	remainder of school year.
J. Destruction of school bus		

H. Abusiveness to driver (physical) and/or gesture. 1st offense off bus remainder of year

L. Unacceptable items on bus which might interfere with (radios*, iPod type devices*, the driver's concentration videogames*, lighters, matches, or ability to hear emergencies etc.)

*Subject to driver's discretion on field trips

Each offense 3 –5 days off bus

2nd offense –Remainder of year plus damages

M. Multiple violations of above

Off bus for the remainder of the year.

**If a student is suspended from one school bus, he/she is suspended from all other buses as well including ski trip/ field trip school buses.*

BUS RULES AND REGULATIONS - Suspension of riding privileges

The following improper behaviors can result in suspension of riding privileges and suspension from school.

1. Insolence, not following driver's instructions, vulgar actions or gestures, obscene or profane language, fighting, pushing, shoving, other disruptive and disturbing actions, and unacceptable items (radios, iPod type devices, video games, lighter, matches, etc.)
2. Possession of or use of any tobacco product.
3. Throwing articles or objects in or from the bus.
4. Obstructing the aisle in any manner.
5. Occupying more space in a seat than is needed, and refusing to allow other passengers to sit down. Students shall not have in their possession any weapons, fireworks, glass containers, live animals, water guns, squirt bottles, or helium filled balloons.

A school bus suspension is not an excused absence from school. Students will be expected to be at school each day of the school year.

BUS RULES AND REGULATIONS – Video Cameras

Video cameras may be in use to record student activities on the bus, and the tape will be used as evidence in disciplinary hearings.

BUS RULES AND REGULATIONS – Extracurricular

Bus discipline rules and regulations apply to any trip under school sponsorship. Students shall comply with reasonable requests of a competent chaperone appointed by the school or the driver.

BUS RULES AND REGULATIONS – Leaving the Bus

Students are to remain in their seats until the bus has come to a complete stop before standing, entering the aisle, and attempting to leave the bus at school or at their bus stop.

Note

When a student brings home a “Bus Conduct Report to Parents”, the parents must sign and return the form to the bus driver.

Education Code Section 14263 – of Regulations and Laws relating to Pupil Transportation in California reads as follows:

Authority of Driver

(a) Pupils transported in a school bus shall be under the authority of, and responsible directly to, the driver of the bus, and the driver shall be held responsible for the orderly conduct of the pupils while they are on the bus or being escorted across a street, highway or road. Continued disorderly conduct or persistent refusal to submit to the authority of the driver shall be sufficient reason for a pupil to be denied transportation. A bus driver shall not require any pupil to leave the bus en route between home and school or other destination. (b) Boards of trustees shall adopt rules and regulations to enforce this section. These regulations shall include, but not be limited to, specific administrative procedures relating to suspension of riding privileges and shall be made available to parents, pupils, teachers, and other interested parties.

BUS RULES AND REGULATIONS–Prior to Loading

Students shall be at the bus stop 5 minutes before the scheduled time of pick up. The bus cannot wait for those who are late. Students are to wait until the bus has come to a complete stop before moving toward the bus and attempting to board. At the bus stop, students shall remain in an orderly line at least 6 feet away from the bus without engaging in horseplay or other disruptive activities while they are waiting.

BUS RULES AND REGULATIONS – Responsibilities, Penalties, and Due Process

Any complaints of students, parents, or drivers not specified in these regulations shall be reported to the Principal or Director of Transportation. When actions taken by the driver or other school employees are not supported by the parent or guardian, the proper channel for the hearing of the issues shall be as follows:

At the request of the parent or guardian, the Principal will schedule a meeting to review the facts and to hear the various viewpoints, the Principal will make a decision as to the disposition of the case. Should the parent or guardian feel that a fair decision was not made, an appeal may be made to the Director of Transportation, who will review the case and make recommendations to the Superintendent for final decision.



Bass Lake Joint Union
Elementary School District
40096 Indian Springs Road
Oakhurst, CA 93644

559.642.1555 fax 559.296.2515
Randall M. Seals, Superintendent
www.basslakeschooldistrict.com

Date: July 11, 2023
To: Parents and Guardians of Students in the Bass Lake Joint Union Elementary School District
From: Randall M. Seals, Superintendent
Subject: California Law Regarding Safe Storage of Firearms

The purpose of this memorandum is to inform and to remind parents and legal guardians of all students in the Bass Lake Joint Union Elementary School District of their responsibilities for keeping firearms out of the hands of children as required by California law. There have been many news reports of children bringing firearms to school. In many instances, the child obtained the firearm(s) from his or her home. These incidents can be easily prevented by storing firearms in a safe and secure manner, including keeping them locked up when not in use and storing them separately from ammunition.

To help everyone understand their legal responsibilities, this memorandum spells out California law regarding the storage of firearms. Please take some time to review this memorandum and evaluate your own personal practices to assure that you and your family are in compliance with California law.

- With very limited exceptions, California makes a person criminally liable for keeping any firearm, loaded or unloaded, within any premises that are under their custody and control where that person knows or reasonably should know that a child is likely to gain access to the firearm without the permission of the child's parent or legal guardian, and the child obtains access to the firearm and thereby (1) causes death or injury to the child or any other person; (2) carries the firearm off the premises or to a public place, including to any preschool or school grades kindergarten through twelfth grade, or to any school-sponsored event, activity, or performance; or (3) unlawfully brandishes the firearm to others.^[1]
 - Note: The criminal penalty may be significantly greater if someone dies or suffers great bodily injury as a result of the child gaining access to the firearm.
- With very limited exceptions, California also makes it a crime for a person to negligently store or leave any firearm, loaded or unloaded, on their premises in a location where the person knows or reasonably should know that a child is likely to gain access to it without the permission of the

child's parent or legal guardian, unless reasonable action is taken to secure the firearm against access by the child, even where a minor never actually accesses the firearm.^[2]

- In addition to potential fines and terms of imprisonment, as of January 1, 2020, a gun owner found criminally liable under these California laws faces prohibitions from possessing, controlling, owning, receiving, or purchasing a firearm for 10 years.^[3]
- Finally, a parent or guardian may also be civilly liable for damages resulting from the discharge of a firearm by that person's child or ward.^[4]

Thank you for helping to keep our children, schools, and community safe. Remember that the easiest and safest way to comply with the law is to keep firearms in a locked container or secured with a locking device that renders the firearm inoperable.

Sincerely,



Randall M. Seals
Superintendent

Date published: July 11, 2023

^[1] See California Penal Code sections 25100 through 25125 and 25200 through 25220.

^[2] See California Penal Code section 25100(c).

^[3] See California Civil Code Section 29805.

^[4] See California Civil Code Section 1714.3.