

CLOSED CAMPUS

Closed Campus

In order to keep students in a supervised, safe, and orderly environment, the Board of Trustees establishes a closed campus at all district schools. The campuses are also closed during the lunch periods and students may not leave campus at any time with the exception noted below for “off campus privileges.”

Students shall not leave school grounds at any time during the school day without express permission of school authorities. Students who leave school without authorization shall be considered to have an unexcused absence and be subject to disciplinary action.

(cf. 5112.1 - Exemptions from Attendance)
(cf. 5113 - Absences and Excuses)
(cf. 5113.1 - Chronic Absence and Truancy)
(cf. 5113.11 - Attendance Supervision)
(cf. 5113.12 - District School Attendance Review Board)

Student handbooks shall fully explain all rules and disciplinary procedures involved in the maintenance of the closed campus.

(cf. 5144 - Discipline)

Parents who request that their students be released for specific medical or dental appointments, court appearances, or other reasons must send a dated, written request to the school in advance indicating the date and time that their student is to be released, the individual who will meet the student, and the estimated time for return to school. The office will issue a “Permit to Leave Campus” form authorizing a student’s absence from campus for a designated time. The student is to maintain the permit in their personal possession at all times and return the permit to the office upon returning to school.

Off Campus Lunch Privilege

The Board of Trustees has authorized identified students to be permitted off campus at lunchtime only as an exception to the Closed Campus rule. Eligible students must apply for an off-campus lunch pass under the following provisions:

1. An application must be completed each semester.
2. Maintaining an off-campus lunch pass is contingent on adherence to all school and District rules and regulations.
3. Tardiness in returning to campus after lunch will be criteria for immediately revoking the off-campus lunch pass privileges.

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4. Violations of school and District regulations and/or misuse of the off-campus privilege may result in immediate revocation of the privilege.

Students may be eligible to apply for an off-campus lunch pass if they meet the following criteria:

1. A 2.3 Grade Point Average for the prior semester grade reporting.
2. Successfully passing of the California High School Exit Exam.
3. On-track for graduation with regard to academic credit at the student's appropriate grade level adjusted for the second semester (BP 5123).
4. Meets District extracurricular eligibility criteria (no "probation" is allowed for this privilege).
5. Not more than one "Unsatisfactory" mark in Citizenship on the prior Report Card.
6. No record of an uncleared Invalid (truancy) absence.
7. Application must be signed and approved in advance by the student's parents.
8. Violations (e.g., suspension, excessive tardiness, irregular attendance, excessive behavior problems) may result in revocation of the off-campus lunch privileges.

Each school will establish a process for the application, approval, and issuance of off-campus lunch passes. Campuses are also responsible for monitoring student use of the pass. Students must carry the pass each day and may not be permitted off-campus without their personal pass in their possession. Each school will also establish the process through which students may leave campus after verification of their possession of a valid off-campus lunch pass. Passes are valid for only one semester at a time and students must reapply and be reissued passes upon demonstrated eligibility.

Students participating in the Regional Occupational Program off site will be issued a separate ROP pass in accordance with ROP criteria.

Legal Reference:

EDUCATION CODE

35160 Authority of the board

35160.1 Broad authority of school district

44808.5 Permission for students to leave school grounds; notice

48980 Annual notification to parents/guardians

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Students

Policy #5112.5

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Adopted: April 22, 2003