

[INSERT CHARTER SCHOOL LETTERHEAD]

OPEN CAMPUS POLICY

In order to give students an opportunity to demonstrate responsibility, independent judgment, and positive citizenship, the Board of Directors of Contra Costa School of Performing Arts (“COCOSPA” or the “Charter School”), pursuant to Section 44808.5 of the Education Code, has decided to permit an open campus lunch for 11th and 12th grade students.

“Open Campus” allows eligible students to leave the COCOSPA campus for lunch during the noon lunch period beginning after [INSERT DATE], 2020 and through [INSERT DATE], 2020.

COCOSPA administration reserves the right to cancel Open Campus at any time.

Eligibility

1. Parent/guardian permission is required for a student to leave for Open Campus. This permission slip is available in the Main Office. Parents/guardians **must** come in and drop off this form to the Office Manager before an eligible student may leave for Open Campus.
2. Students must in good academic and behavior standing to participate in Open Campus:
 - a. If a student has an “Incomplete” on any quarter or semester progress reports, Open Campus privileges will be revoked until the student achieves passing grades on subsequent quarterly or semester progress reports. Charter School administration will evaluate student grades for eligibility every three (3) weeks.
 - b. If a student has been suspended for three (3) or more days during the semester or recommended for expulsion, Open Campus privileges will be revoked for the remainder of the semester.
 - c. Any teacher may recommend that the COCOSPA administration revoke Open Campus privileges for any student whose grades or behavior have declined. COCOSPA administration will consider each recommendation on a case-by-case basis. Any decision made by administration will be considered final.
3. If, at any point during the semester, a student accumulates ten (10) or more days of unexcused absences, the student’s right to participate in Open Campus will be revoked for the remainder of the semester.

Procedures

Eligible students who wish to leave for Open Campus must:

1. Sign out each lunch period at the front desk. Only students who are eligible for Open Campus will be included on the Sign Out/Sign In Sheet.
2. Physically leave campus by the front high school door only. Students are not permitted to loiter on Charter School grounds.
3. Return through the front high school door only and sign in at the front desk.

4. All food must be consumed before class resumes after lunch. Students are responsible for ensuring adequate time to pick up and eat their food. Students may not bring food into their classrooms.

Expectations of Conduct

Neither COCOSPA nor any officer or employee thereof shall be liable for the conduct or safety of any pupil during such time as the pupil has left the school grounds pursuant to this Policy, in accordance with Section 44808.5 of the Education Code.

When you are off-campus, you are still representing COCOPSA and our community. You are expected to act in an appropriate and respectful manner.

- Any student who wishes to use their car during the lunch period must have parent permission to do so indicated on the permission form. Use of a car without proper permission or improper and unsafe operation of a vehicle during Open Campus is grounds for suspension from or permanent revocation of Open Campus privileges for the remainder of the year.
- No student is allowed to transport another student in their vehicle. Violation of this rule will result in immediate and permanent suspension of Open Campus privileges for both the driver and passenger(s).
- Students must return to campus and be ready to begin class on time. If a student is tardy from Open Campus lunch twice in a semester, the student will be suspended from Open Campus privileges for one week. Any further tardies from Open Campus lunch will result in permanent revocation of Open Campus Privileges for the remainder of the year.
- Students may not be dismissed early from school during Open Campus lunch. All students who sign out for Open Campus lunch must return, sign in at the front desk, then follow typical early dismissal procedures.
- Should COCOSPA receive any negative reports of student actions from local businesses or community members, these reports will be considered in determining the student's continued ability to participate in Open Campus.
- Violations of Charter School policy, local ordinances, or state law are grounds for permanent revocation of Open Campus privileges for the remainder of the year and potential disciplinary action in compliance with COCOSPA's Suspension and Expulsion Policy.