

VTHS Student quick reference list	Students Initials	Parents initials
Students name:		
Parent name:		
Attendance:		
Regular daily attendance is essential for academic performance. Valley Torah Boys School is held six days each week, Sundays through Fridays		
Absences:		
Bring an excuse note the day you return to school after an absence. Notes presented after 2 days will not be accepted as an excused absence.		
Tardy to school/class:		
A student who arrives to school after 9:15 am without pre-arranging it with the school or does not bring a doctors note will not be admitted and forfeits his attendance in all classes for that day.		
Students need to be in class on time. Coming to class late, within the first 10 minutes will result in a tardy, more than 10 minutes is considered an absence.		
Students with 3 unexcused absences in one grading period will receive a failing grade for that quarter. Students with 5 unexcused absences in a semester will receive a failing grade for that semester. Additionally, 3 unexcused tardy arrivals in one grading period equal 1 unexcused absence.		
Off campus:		
Due to many safety and security issues, students must remain on campus at all times unless given permission by an administrator. Violations could result in detention or suspension. Students are not permitted to go home at any time during the day (including lunch) without explicit permission from the administration and permission from the parent!		
Cell Phones & Electronic Equipment:		
No student is to have a cell phone during class time or passing. Misuse of cell phones will result in it being confiscated for the entire school year. Laptops (unless permitted by the principal and the director of the SST) or music players are prohibited. Due to security and privacy concerns cameras and video equipment will not be allowed in school without permission.		
Dress Code:		
Shirts – Light colored dress shirt. Must be fully buttoned and collared		
Pants – Dark colored dress slacks. Denim and jean material are not acceptable.		
Hair - Length and style should be conservative.		
Shoes - Open front shoes or slippers are not permitted.		
Socks - must be worn at all times.		

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Cleanliness:		
Any student found destroying or defacing school property will face severe administrative disciplinary action in addition to having the incident recorded in their permanent file. Parents are financially responsible for any damage to school property. Students who litter are subject to detention and campus clean-up.		
There is <i>absolutely no eating or drinking permitted in the upstairs hallways</i> . Eating and drinking (water is allowed only with teacher permission) in the classroom is strictly prohibited.		
Inappropriate Language:		
Foul language, swearing, offensive remarks and extreme rudeness are not acceptable. This violation has a zero tolerance level and appropriate consequences will be implemented.		
Disruptive behavior:		
Any behavior that distracts from the learning process or slows the progress of a classroom is considered disruptive behavior. This also includes disturbing a class in which the student is not enrolled. Such behavior is prohibited and appropriate consequences will be implemented such as removal from class or school.		
Detention:		
At the discretion of the administrator depending upon the type of infraction and behavior, detentions will require that the student remains at school after school hours. Failure to serve detentions will be viewed as a serious offense, and will be dealt with additional detentions or suspension.		
Suspension:		
A student who has been suspended is not permitted to attend school or any school functions. Suspensions are normally accompanied by an extensive disciplinary assignment and require an in-school parent conference. Depending on the violation, a suspension may last for up to three days. Each day missed as a result of suspension is an unexcused absence. Please be aware suspension become part of the individual students record and will be listed on their transcripts.		
I have read the handbook and agree to abide by its contents		

Please fax to 818-505-7997 or scan and email to
nsasaki@vths.org August 20th 2013