



North Forest
Secondary

INDIVIDUAL CAMPUS SUPPLEMENT

2023-2024

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The Individual Campus Supplement is an additional resource to assist families and students in understanding how a specific campus carries out policies contained in the [YES Prep Student Handbook](#). Families and students can refer to the handbook to better understand the policies YES Prep enacts.

OPTIONAL: OPENING LETTER FROM PRINCIPAL

This is not required but is optional for campuses to include an opening letter from the Principal. If the Principal chooses to include a letter, they should follow this guidance:

- Share a broad welcome with families and students.
- Create a letter that can be used from year to year with minor tweaks.
- Use CEO Mark DiBella's opening letter from the [YES Prep Student Handbook](#) as a model.

CAMPUS ACADEMIC SUPPORT

It is our goal that all students gain the knowledge and skills they need to progress to the next grade level. All students will have access to weekly tutorials that are provided by their teachers. Tutorials are spaces where students can relearn the material or be reassessed in order to increase mastery and prepare for high-stakes exams. Students will be required to attend tutorials for one or more of the following reasons:

- Failing one or more classes
- Excessive missing Assignments
- Support for high-stakes exams
- Attendance concerns – students will be required to make up seat time
- Athletics: Mandatory Study Hall – all student athletes attend tutorials on the day of practice
- As assigned by leader discretion (Ex. A student has detention, but DSS/DOA believe that the student would benefit from tutorial instead.)

Any student at YES who has failed two or more classes will receive Academic Support. Students may exit Academic Support programming by demonstrating mastery at any point during the grading cycle.

In addition to weekly tutorials, students who demonstrate a need for increased support through our Case Management Process may be assigned a weekly check-in with a teacher and additional supports to ensure their success at school. If students qualify for these additional supports, guardians will be notified.

Homework Completion

At YES Prep North Forest, we believe that homework provides students with the additional practice to increase mastery of skills, build strong vocabulary, and increase literacy. Therefore, homework is expected to be completed when it is assigned. If homework is assigned for a class, it will be written on the board of each classroom and students will be expected to write their homework in their student agenda. If a student does not complete assigned homework, he or she may not be adequately prepared for the day's assignment. If students turn in incomplete homework or fail to return assignments, teachers may communicate directly with guardians.

Students who exhibit academic dishonesty (cheating or plagiarizing) on a homework assignment will receive an automatic detention. Examples of academic dishonesty with homework include, but are not limited to, allowing another student to copy an assignment or sharing answers to a homework assignment. Additional information on YES Prep's Academic Dishonesty policy is included in the YES Prep Student Handbook.

Required Tutorials

CAMPUS CULTURE

Campus Core Values

We always operate within our EPIC values.

Empowerment	Perseverance	Integrity	Compassion
We have the power to change outcomes that we do not want.	We work towards our goals even when the work is difficult.	We use our knowledge about "right" and "wrong" to make decisions about our behavior.	We build relationships and help those in need.

Positive Incentives

We are always looking for ways to celebrate Legends who are living out our core values and going above and beyond. Students can be recognized for their hard work and actions by receiving EPIC points.

- **Shout Outs** – a public, verbal recognition of students who are living out our core values, usually accompanied with two claps.
- **Outside lunch**- Only Seniors eat lunch outside.
- **Core Value Awards** – These awards are given out to recognize students who are models of our EPIC core values.
- **Principal's List** – typically awarded to two students in each grade level at the end of each semester.
- **End of the Year Academic Awards** – these awards are given to the top Legends in a grade level per academic's subject area.
- **Honor Roll Recognition** – Students who earn honor roll will be recognized each quarter and receive an honor roll certificate as well as celebration.
- **EPIC Swag** – Students who display our EPIC values will be given a "Legendary" t-shirt, sweater, or sweatshirt
- **Common Assessment Celebrations** – students who earn 4s and 5s receive special recognition from campus leadership
- **Legends School Store**- Students earn merits that they can spend to "purchase" items in the school store.

Before School Procedures

Morning Duty for staff begins at 7:40 each morning. Families choosing to drop students off before that time do so with the understanding that there is no administrator on duty until that time.

Before school, students are expected to meet the following expectations:

- No student will be allowed to enter the building before 8:05 AM, unless escorted by Aspire or Athletics programming. The doors open will open at 8:05 am.
- Buses and car riders will drop off in the front of the school under the awning.
- Middle School (6th, 7th, and 8th grade) students will report to Legends Hall (cafeteria). High school students will report to the gym.
- Breakfast will be provided for all students inside Legends Hall. HS students will grab and go to the gym.
- No food may be consumed in the gym (except for breakfast). Absolutely no food is allowed inside the building, including breakfast.
- Students are not allowed to sell food during the school day or on school premises.

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- Students are not allowed to go to their lockers before 8:25 AM.
- The only restroom students can use during this time is in the downstairs hallway.
- Students are not allowed to leave campus at any point once they've arrived in the morning. If a student is caught walking off campus during the designated arrival time (i.e., walking to the park or neighborhood store), they will be issued a consequence in alignment with the YES Prep Student Code of Conduct.

YES Prep North Forest dismissal begins at 3:55. Busses are dismissed at 3:55; car riders, drivers, and walkers are dismissed at 4:00 PM daily. Students who are assigned automatic detentions will serve on the following day. Students are not allowed to stay on campus after school unless they have teacher supervision or are staying for a school-sponsored activity.

If a student leaves campus on their own at dismissal, they are not allowed to return to campus. This includes students going to the park and the candy lady. If students are found on campus without supervision or a pass after dismissal, they will be issued a consequence including, but not limited to, a demerit, and they will be escorted to the office to be picked up by a guardian/guardian.

Guardians are given a 30-minute grace period to pick up their student. For those guardians who continually pick up their child late from school, YES Prep Public Schools may report them to local authorities.

The YES Prep Public Schools Code of Conduct applies to students at any time while on campus including after school activities and events. YES Prep North Forest students are subject to all campus discipline policies before and after school, and students can earn consequences including, but not limited to, demerits and detention during after school activities.

After School Procedures & Programming

At YES Prep North Forest, after school activities are a key component of our programming. After-school programming includes, but is not limited to tutorials, student enrichment activities, and detention. Any time that there is a school-sponsored activity, guardians will always receive notification prior to activity start date. These activities, unless otherwise noted will run from 4:05 PM – 5:15 PM. The exception is Aspire programming (4:05 – 6:00 pm) and Athletics (determined by sport).

For after school programming, students will call home to inform families they must be picked up before the end of the activity. All students who are awaiting pick-up will remain in the front of the school with assigned admin until all kids are gone. Students staying for after school programming must report directly to the designated space by 4:05pm

If there are evening games, performances, dances, or celebrations, students must leave campus and return for the event. YES Prep North Forest will not provide a holding room or space for students to stay after school for these events.

Students who are participating in after-school programming and events are still held accountable to the YES Prep Public Schools Code of Conduct and YES Prep North Forest behavior expectations.

Middle School Disciplinary Procedures (MS Only)

Detention Guidelines

When a student earns their third demerit for the same behavior (i.e., Not being on time), they will earn a detention. When a student earns a demerit or a detention for one of the behaviors listed in HERO, the staff member will enter the infraction into HERO. Once the behavior is entered into HERO, both students and guardians will be able to view the behavior earned by the student and any associated consequence. The discipline application, HERO, will keep track of how many times a student has earned a demerit for the same behavior and assign the appropriate consequence.

- The third time a student earns a demerit for the same behavior Teacher will call home, and they will receive an administrative action (lunch detention, after-school detention, etc.)

- The sixth time a student earns a demerit for the same behavior, GLC facilitates a guardian meeting and intervention.
- At the sixth demerit, student support plan is activated and the demerit cycle for that behavior resets.

North Forest will hold after school detention on Wednesdays. Detention will be held from 4:05 to 5:15. Parents are responsible for picking students up on time, and students will not be permitted to leave early.

The administrator on duty for detention will always be a Grade Level Chair or Dean of Students (DOS). The DOS will start the detention room while the staff on detention duty finish their afternoon duty. If a student is serving detention, they can be pulled by teachers for tutorials and still be counted as “served”.

While at detention, students are expected to:

- Arrive on time and stay for the duration of the detention period
- Fully engaged
- Remain in dress code
- Work on college-ready, paper-based assignments
- Refrain from consuming food and beverages until dismissal

If a student fails to meet these expectations, they will be escorted out of detention and assigned a new consequence.

High School Disciplinary Procedures (HS Only)

Detention Guidelines

When a student earns their third demerit for the same behavior (i.e., Not being on time), they will earn a detention. When a student earns a demerit or a detention for one of the behaviors listed in HERO, the staff member will enter the infraction into HERO. Once the behavior is entered into HERO, both students and guardians will be able to view the behavior earned by the student and any associated consequence. The discipline application, HERO, will keep track of how many times a student has earned a demerit for the same behavior and assign the appropriate consequence.

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Dress Code Expectations

See more about the YES Prep Dress Code Philosophy and Policy in the [YES Prep Student Handbook](#). The following table breaks down how the campus expects students to follow the dress code policy.

Dress Item	Expectation
YES Prep Shirts	<ul style="list-style-type: none"> Students are required to wear a YES Prep Polo 4 days of the week (Monday – Thursday) and a YES Prep Spirit Shirt or College Shirt 1 day of the week (Friday) to strengthen school pride, unify the community, and to promote a college-going culture. YES Prep Polo colors are assigned by Grade Level <ul style="list-style-type: none"> 6th and 7th Grade must wear white polos 8th and 9th Grade must wear navy polos 10th – 12th Grade must wear purple or black polos All YES Prep students should own at least 1 campus spirit shirt.
Bottoms	<p>Students may choose between pants, skirts, or shorts of the following:</p> <ul style="list-style-type: none"> Khakis (any color) Jeans (any color) <p>Additional Bottom Requirements:</p> <ul style="list-style-type: none"> Students may not wear pajama pants, sweatpants, or bottoms with holes. Shorts and skirts should be no shorter than mid-thigh. Bottoms may not have holes/tears. Students are not required to wear belts.
ID Badges	<ul style="list-style-type: none"> ID Badges must be worn by all students on lanyards and must be visible at all times.
Shoes	<p>For safety purposes, all shoes must meet the following criteria:</p> <ul style="list-style-type: none"> Closed-toed Must have backs (i.e. no slides) Must have hard soles (i.e. no slippers) Any color is permitted Crocs are allowed in sport mode
Accessories/ Styling	<p>Students may have visible piercings and tattoos as long as messaging and images are school-appropriate.</p> <p>Accessory items that are spiked (bracelets, belts, collars) are not permitted due to safety reasons.</p> <p>Students may wear a variety hairstyles and colors. Head-shaving designs are permitted as long as images are school-appropriate.</p> <p>Hats and sunglasses are not permitted for safety purposes.</p> <p>Religious head-coverings are permitted.</p>

Outerwear	<p>Students' outermost layer must be aligned to the YES Prep shirt colors assigned to their grade levels (6th and 7th – white; 8th and 9th – navy; 10th, 11th, and 12th – purple or black). Exceptions will be made for families who purchase the following from YES Prep or Athletic Departments to build school-pride and community. Students may choose from the following:</p> <ul style="list-style-type: none"> • YES Prep pullover/sweatshirt (purchased through YES Prep) • YES Prep cardigan (purchased through YES Prep) • Campus athletics department outwear (purchased through campus Athletics Department) • Campus-issued grade level or spirit sweatshirts etc. (purchased through campus as applicable) <p><i>Students may wear hoodies but may not wear hoods that cover their heads/faces on campus. Hoods and hats are not permitted in classrooms or in common spaces (cafeteria, gym, family gatherings, etc.)</i></p>
PE Uniform	<p>Students may wear their own athletic wear for PE classes. YES Prep will not offer PE uniforms to be purchased through YES Prep. Clothing for PE class must:</p> <ul style="list-style-type: none"> • Have school appropriate messaging • Meet criteria in the "Free Dress" category <p>Bottoms may not be higher than mid-thigh</p>

Cell Phones & Personal Devices

Rationale: Our Schoolwide Technology policy seeks to promote student safety and cultivate classrooms that maximize learning with minimal distractions.

Policy

- Upon entering classroom, students silence and park cell phones in designated space.
- Cell phone use during instructional time or Advisory is prohibited. This includes the bathrooms, hallways, and other common spaces during instructional and Advisory periods.
- Students are permitted to wear smartwatches, however, use during instructional time or Advisory is not allowed.
- Cell phone use is permitted during the transition time, Middle and Upper Deck lunch, and grade level choice time.
- Cell phone use is allowed during Senior Seminar in the College Corner for the purpose of navigating the college application process. College Counselors monitor use and assign consequences to students who are not in compliance.
- Students may not wear headphones, even if they are not plugged into a device. Wearing headphones is a dress code demerit. If a student does not remove them, they may be confiscated.
- E-readers, such as nooks and kindles are permitted, but should only be in use during permitted independent class time and for instructional purposes.
- Gaming devices may be brought to school; however, these devices may only be used outside the building before or after school or during lunch.
- Students are expected and required to bring their YES-issued laptop and charger to school each day. Failure to do so results in a preparedness demerit.
- Laptop use is prohibited during breakfast and lunch.
- Technology use may not be used as a class reward during individual periods.

Student Phone Policy

Classrooms are no-phone zones! If your phone is out during class:

- Your teacher will ask you to put your phone away and issue a demerit for inappropriate tech use.
- If you do not comply, your teacher will collect your phone, and your guardian will be required to pick it up from the front office.
- Failure or refusal to comply will result in your DOS or GLC collecting your device and contacting your guardian.

- Your guardian may recover your device from the front office and pay a fee.

How we Define Inappropriate Use of Technology

- Electronic communication that contains inappropriate content, profanity, intimidation, or threats to others
- Intentionally creating, producing, distributing, presenting, transmitting, posting, exchanging, disseminating, or possessing, through any computer or digital media, any photograph or digitized image or any visual depiction of a person in any condition of nudity, or involved in any prohibited sexual act
- Academic dishonesty and/or cheating
- The use of camera or recording features of cell phones and portable digital media devices in restrooms or locker rooms or for any use constituting an invasion of any person's reasonable expectation of privacy
- Communicating in any way with outside groups or individuals to participate in violent acts, or other inappropriate or unlawful activities on school property, proximate to campus, or at school-sponsored events
- Refusal to relinquish technology to persons of authority upon request

Behavior Management Cycle as it Pertains to Technology

- **1st Offense:** The teacher asks student to put the phone away and resets the expectation. Teacher issues a technology demerit in HERO.
- **2nd Offense:** The cell phone will be confiscated and turned in at the front office by teacher or Grade Level Chair. The device be returned to a guardian at the end of that school day. The guardian/guardian will pick it up from the front office.
- **3rd Offense:** The cell phone will be confiscated and turned into the front office by teacher or Grade Level Chair. The device will be collected and be returned to a guardian at the end of that school day.

Refusal and Searches

- Any piece of electronic equipment is subject to search in the event school administrators believe reasonable suspicion exists to support the search.
- Failure to comply with a staff directive to turn in a cell phone will be considered defiance of authority and subject to disciplinary action according to the YES Prep Student Code of Conduct.

Any confiscated device must be turned in to the Front Office no later than 3:55 on the day of confiscation. Front Office Receptionist. The receptionist will instruct you to complete a Confiscated Technology Form and the device will be stored in a lock box until a guardian retrieves it.

TEA and College Board Technology Disclaimer

TEA and College Board testing guidelines prohibit cell phones and other restricted devices during assessments (TELPAS, STARR, EOC, AP, and SAT/PSAT). Any violation of this guideline can result in the invalidation of the assessment and further disciplinary action according to the YES Prep Student Code.

Food and Drink Expectations

Food and drink are permitted in the cafeteria only. Food is not permitted in other areas (including the hallways). This includes items needed to complete instructional activities. If food will be used during instruction, approval must be obtained from both Deck Leaders (Dean of Students and Dean of Instruction).

Water, in a clear bottle, is the only drink permitted outside of the cafeteria. Caffeinated drinks such as Monster, Red Bull, and coffee are not permitted in hallways or classrooms, and while permitted in the cafeteria during lunch and breakfast, they are highly discouraged.

Any food that students bring must be sized for an individual person – students may not bring “family size” chips as students are sharing food is not recommended. We discourage students from bringing candy or other snack items as their meals given the length of our school day, and we encourage them to eat meals on campus through our free

breakfast and lunch program. All YES Prep students can eat free breakfast each morning and lunch during the school day.

Deliveries (UberEATS, Pizza, etc.) are not allowed for students. Any deliveries that arrive to campus for a student will be held in the front office until the end of the day. Any food items dropped off by guardians will be held in the front office until the end of the day as well.

Drinks in the Classroom

Students may only consume water in the classroom unless granted special permission for a medical or health reason accompanied by a doctor's note. Other liquids, when spilled, can cause stickiness. We prefer that students use a clear water bottle, but we understand that it may not always be available to a student. If a teacher asks to see the liquid and it is not water, the bottle may be confiscated, or the student may be asked to dump the contents out and refill it with water from the fountain.

Sharing Food

Students should eat only the food they are given by their own guardians/guardians or purchase food through Preferred Meals. When food is shared between students there is a risk of food allergies, and guardians should feel confident that they know everything their students are eating at school. Students are not permitted to share food with other students, and guardians are not permitted to give food to other students than their own children. Students who are observed sharing food may have to forfeit the food they were sharing and may be subject to disciplinary action.

Senior Privileges

Seniors can eat lunch outside in the courtyard area and use their cell phones during lunch time. Students are not allowed to leave campus at any point during the school day without following our official checkout process. We do not offer an off-campus lunch option.

Gum Expectations

Students are not allowed to chew gum anytime or anywhere on campus. YES Prep reserves the right to set expectations for not chewing gum on any school-sponsored trip, event or activity. Excessive incidents of gum chewing may result in disciplinary action.

At YES Prep North Forest, we abide by and expect students to meet all expectations set forth in the YES Prep Athletic Handbook. More information can be found at:

- YPNF Athletics page can be found at <https://yesprepathletics.rankonesport.com/Website/Schools>
- HCAL Website: <https://www.teamsideline.com/sites/hcal/home>

Sports Offerings

The following sports are offered to students:

MS Sports

MS Girls' Volleyball

MS Girls' Basketball

MS Girls' Soccer

MS Boys' Basketball

MS Boys' Soccer

MS Track

MS Cross Country

Varsity Cross Country

Varsity Track Varsity Soccer

Legendary Pantherette Dance

High School Sports

Varsity Girls' Volleyball

Varsity Girls' Basketball

Varsity Girls' Soccer

JV Girls' Volleyball

Varsity Boys' Volleyball

Varsity Boys' Basketball

JV Boys' Basketball

Legendary Pantherette Dance

Sections to include if going this route: What sports are offered, whether there is a security guard or not at games, whether students can attend games without parents there, how quickly they need to be picked up after games, whether people can be asked to leave if they are disruptive, when students are removed from playing games (what kinds of disciplinary or academic issues would cause a student to be ineligible for a game)

Security at Games

We do not have security officers present for games. Students can attend games without parent supervision but must be picked up right after the games. All spectators are expected to follow the district policies. Spectators may be asked to leave if they don't follow the policies. Student athletes will be expected to wear professional dress on home game days and business casual dress when traveling for away games.

Consequences

If students receive detentions and suspensions, students will be required to sit out or miss parts of or entire games. The table below shows the consequences for disciplinary actions.

1 Detention	Must sit out first half of game
2 Detentions	Suspended for one game
3 Detentions	Suspended for half the season

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4 or more Detentions	Suspended for the entire season
In School Suspension	Suspended for 1 game
Out of school suspension	Suspended for half the season

The goal of YES Level athletics is to increase *campus ADA, persistence, college exposure, opportunities, and academic success to become an "A" district.*

In Season Expectations	Year Long Expectations (offseason) *Must meet expectations to try out for the following season
Eligibility <ul style="list-style-type: none"> maintain a 70 and above in all classes 	Eligibility <ul style="list-style-type: none"> maintain a 70 and above in all classes
Discipline <ul style="list-style-type: none"> No more than 3 detentions No more than 1 level 2 infractions No level 3/4 infractions 	Discipline <ul style="list-style-type: none"> No more than 6 detentions No more than 3 level 2 infractions No more than 2 level 3 infractions No level 4 offenses – automatic disqualification
Attendance <ul style="list-style-type: none"> No more than 3 unexcused absences 	Attendance <ul style="list-style-type: none"> No more than 10 unexcused absences

CAMPUS OPERATIONS

Late Bus Expectations (if applicable)

Students arriving on late buses will sign in at the Front Office and receive a Late Bus Pass before reporting to class.

Common Area Expectations

At YES Prep North Forest, we have several common areas on campus, and it is the expectations that all Legends treat these spaces with respect and leave them better than the found them. Common areas include, but are not limited to, hallways, restrooms, Legends Hall (cafeteria), the Gym, parking lot, field, and Front office. Any intentional littering, defacing, damaging of space/property will be subject to our campus disciplinary process. Students should only be in common areas during designated times and/or under the supervision of a staff member. Should a student be in a common area during class time without a hall pass, the student will receive a consequence including, but not limited to, a no hall pass demerit. Failure to adhere to campus expectations in common areas can results in referral to the GLC, Deans of Students, Director of Student Support and/or Principal.

Lunch Time Expectations

Students will attend their lunch by GL. The Dean of Students for each deck will set specific expectations for lunch time behavior and procedures. The following procedures are common across all decks:

- Students should report straight to the cafeteria at the beginning of lunch. If students arrive after the bell rings, they will receive a tardy demerit.

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- Students should receive a pass from teachers if they plan on leaving the cafeteria during lunch. Students will not be dismissed from the cafeteria without a pass.
- Students must adhere to all behavioral expectations for common spaces on campus.
- Students may not share lunch or snacks with other students at lunch. Students may not use a delivery service to have food delivered at any time during the school day.

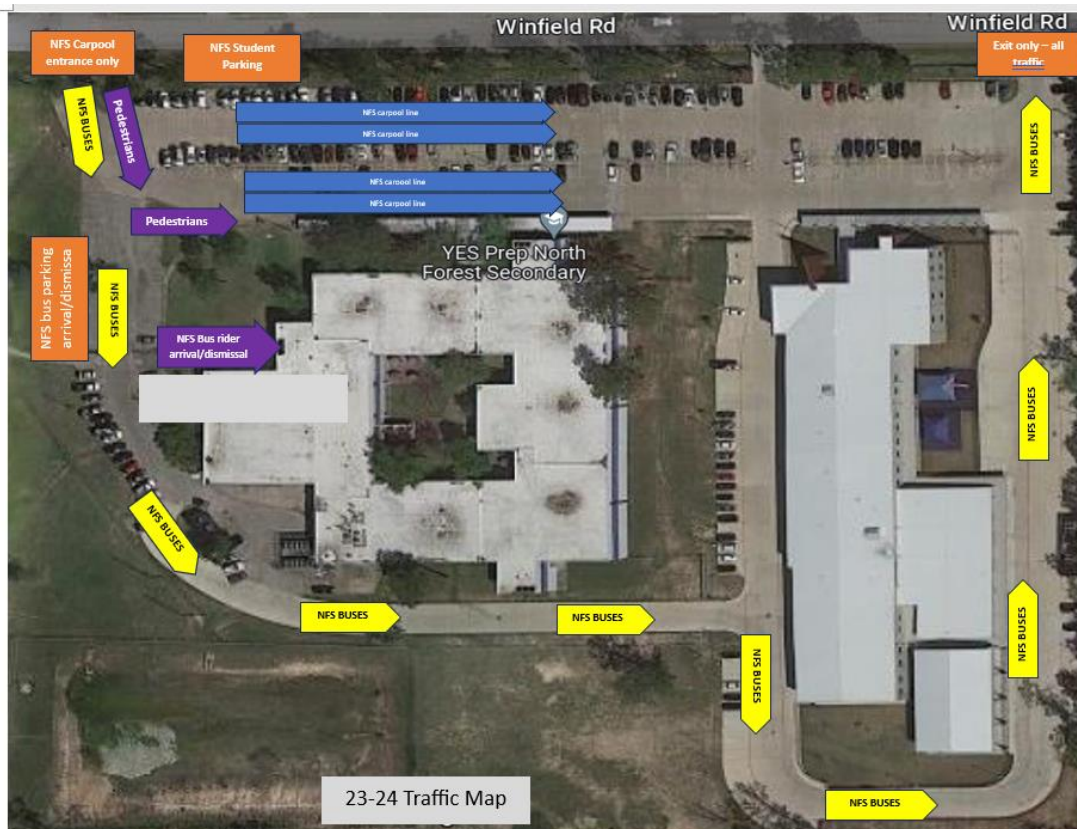
Traffic Procedures

Our number one priority is to ensure safety for the students and staff at YES Prep North Forest. Please be mindful of traffic patterns, speed limit, school bus drop-off and loading, and pedestrians while in the parking lot at YES Prep North Forest. The map below shows the traffic pattern for student drop-off and pick-up. Everyone operating a vehicle on campus should always comply with all signage and yield to student walkers, on-duty staff helping to direct traffic, and school buses.

All vehicles should enter the West gate, travel along the front of the building, and exit the East gate. Maintaining orderly traffic patterns during arrival and dismissal increases the safety of our students and staff, minimizes stopped traffic on Winfield Road, and helps our students arrive to school on time.

The following rules are in effect from 8:00 a.m. until 8:30 a.m. and 3:45 p.m. until 4:15 p.m.

- **ALWAYS** enter through the West gate on Winfield Rd.
- **DO NOT** enter through the exit gate. This gate is ALWAYS exit only, even outside of the times listed above
- **DO NOT** drop off students on Winfield Rd. You may drop students off on a side street or at the park, but **DO NOT** drop students off on Winfield Rd. This is dangerous as not all drivers obey the instructions of the on-duty staff member directing traffic.
- **ALWAYS** obey the instructions of the campus officer AND on-duty staff directing traffic
- Staff will instruct you to form 4 lanes. YOU MUST move your vehicle forward as instructed. Have your student ready to exit your vehicle quickly.
- **ALWAYS** adhere to the 5 mph speed limit when driving on campus



Dropping off Items for Students

To minimize classroom disruptions and disruptions to front office operations, only the following items will be allowed for drop off to students during the school day:

- School-issued laptops and chargers
- Prescription eyeglasses
- Medically necessary devices (hearing devices, crutches, etc.)

Dropped off items will not be delivered to students. Items will be labeled and held in the front office. Students will receive a pass to retrieve their items from the front office. YES Prep North Forest staff are not responsible for items that are lost, stolen, or not retrieved by the student. Items that are not picked up will be discarded after 2 days.

The only exception for dropped off items is medication that must be taken during the school day. Medication cannot be dropped off to the front office and must be taken directly to the Nurse/CMA. Students are not allowed to be in possession of any prescription or over-the-counter medications.

Common items that are not allowed to be dropped off to students includes, but is not limited to the following:

- Backpacks
- Homework/projects/supplies
- Phones, earbuds, earphones, headphones, etc.
- Lunch/breakfast/snacks and other type of food items
- Clothing except in the case of an emergency (clothing soiled by bodily fluids or rips/tears that exposes a student inappropriately)
- Backpacks
- Celebratory items such as food, balloons, flowers, etc.
- Food delivery (Door Dash, Uber Eats, etc.)

Campus Communication to Families

YES Prep North Forest is a family-oriented school, and we believe in frequent communication with our families. YES Prep North Forest will communicate with families in a number of ways throughout the school year, and we also encourage families to communicate openly with our teachers and leaders.

Many of our communication technologies at YES Prep rely on accurate phone numbers and email addresses for parents and guardians. Please ensure that the YES Prep North Forest Front Office always has the most up-to-date phone numbers and email addresses.

- School Messenger is our mass communication system, and you will receive automated texts and phone calls about important school-wide information.
- Hero is our student discipline application, and families can access important information about their student's discipline, including demerits and detentions, by creating an account through the Hero website. <https://access.heropowered.com>
- YES Prep North Forest maintains a campus Facebook page where we will post important updates, information about upcoming events, and celebrate the hard work of our students. Make sure to follow our Facebook page at www.facebook.com/YPNorthForest.
- YES Prep North Forest also keeps a campus page on the YES Prep website (www.yesprep.org) that will be updated throughout the year with staff contact information, important dates and other campus-specific details.
- Weekly Family Communication – YES Prep North Forest will send a weekly news update to families.

YES Prep North Forest staff members can be contacted through their YES Prep phone numbers and email addresses. Should you contact a YES Prep North Forest staff member, please allow them 48 hours to respond. Up-to-date staff contact information can be found on the YES Prep North Forest website.

Personal Items on Campus

To eliminate distraction from learning, we highly recommend that students limit the personal belongings brought to school with them to only those items required for an academically successful day. Bringing personal items to school is “at your own risk,” and YES Prep North Forest will not be held liable for loss, theft, or damage to a student’s personal property.

Distracting (e.g. stuffed animals, balloons, gifts, etc.) or inappropriate objects will be confiscated and may be returned at the end of the school day at the discretion of campus administration.

Skateboards, rollerblades, and scooters should not be used while on North Forest property.

Toys such as yo-yos, Rubik’s cubes, fidget spinners, etc., may also be confiscated if deemed a distraction during class.

Additionally, students are not allowed to be in possession of Sharpies or other permanent marker-style writing utensils. If a student is found in possession of any type of permanent marker, it will be confiscated and will not be returned. Sharpie, the Sharpie will be confiscated.

Student Drivers

Student parking is permitted on campus only in the designated parking spaces for students who complete the Student Driver Process. Students must register their vehicle on campus through the front office. Registration requires proof of valid Driver’s License, valid insurance on the vehicle, and the purchase of the campus parking permit. Any vehicle parked on campus without the proper documentation will be tagged and/or towed.