

PRE-VOCATIONAL PROGRAM (PRE-VOC)

COMPLETION OF THE PROGRAM: Students will receive a certification of completion and a Seal of Employability after they have completed the Life Centered Education (LCE) and program requirements. The Individual Education Plan (IEP) shall identify the appropriate courses of study and identify the supports, accommodations and modifications necessary to allow the student to receive a certificate.

DISCIPLINE:

1. The following behaviors are not acceptable and may result in some level of consequence:
 - Unexcused absence
 - Inappropriate language (intentional and unintentional)
 - Physical violence towards others
 - Lying to peers or staff
 - Stealing or vandalizing school or a peer's property
 - Engaging in gang-related behavior (gestures, dress, language, paraphernalia, etc.)
 - Harassment or degradation of others
 - Inappropriate sexual behavior
 - Possession of illegal drugs, alcohol or tobacco products
 - Possession of any electronic devices
 - Use of electronic equipment without staff permission
 - Walk outs

The above may be addressed with the following consequences:

- Loss of 10 minute break time and most of lunch period during which time students report to a specified classroom and does assigned work (10 minutes allotted for lunch)
- An unexcused absence will result in five days of make up work
- Under special circumstance, out of school suspension may be utilized

DRIVING/WALKING TO SCHOOL: Students are not permitted to drive any vehicle, walk or ride a bicycle to school without special permission from the principal. All vehicles on school property are owned by staff members and visitors. Each student has been provided transportation to and from Southside School.

If a student has a full time or steady part-time job, there will be considerations made for them to drive to school on a case-by-case basis. If a student does not hold a job, they are not allowed to drive to school.

HOMEWORK POLICY: Every attempt is made to give students the opportunity to complete assigned work during class time, allowing student access to the staff help and direction many of them may need to successfully complete their assignments. As a result, homework amounts should be minimal for most students. However, time constraints and length of assignments may occasionally result in small amounts of work that must be done at home. Such work is generally expected to be finished by the beginning of the hour it was assigned, on the next day of class.

Failure to turn in homework in a timely and correct manner may result in the student being assigned to study hall during their break and lunch periods to complete the assigned work. Chronic failure to finish homework may result in more serious consequences given on an individual basis.

PROGRAM EXPECTATIONS FOR STUDENTS:

2. Students are expected to attend school every day.
3. Students are expected to come to school prepared to learn and bring to class with them materials needed to be an active participant in the learning process.
4. Students are expected to exhibit mature behavior in both the academic and social aspects of the program, including but not limited to, the following:
 - Respect for staff and peers
 - Appropriate dress
 - Use of appropriate language
 - Socially acceptable manners on conduct
 - Acceptable level of personal hygiene
 - Adherence to school rules and policies
 - A readiness and willingness to learn
5. The following are not acceptable and may result in some level of consequence:
 - Unexcused absence
 - Inappropriate language (intentional and unintentional)
 - Physical violence towards others
 - Lying to peers or staff
 - Stealing or vandalizing school or a peer's property
 - Engaging in gang-related behavior (gestures, dress, language, paraphernalia, etc.)
 - Harassment/Bullying or degradation of others
 - Inappropriate sexual behavior
 - Possession of illegal drugs, alcohol or tobacco products
 - Possession of any electronic devices
 - Use of electronic equipment without staff permission
 - Walk outs

The above may be addressed with the following consequences:

- Loss of 10 minute break time and most of lunch period during which time students report to a specified classroom and does assigned work (10 minutes allotted for lunch)
- Time away if needed will be held in a quiet atmosphere at the discretion of the staff
- An unexcused absence will result in five days of consequences
- Under special circumstance, out of school suspension may be utilized

SOAR (Strategies & Opportunities for Adult Responsibilities): The SOAR Program was developed to aid students in transition from school to life. The two components of the SOAR Program are Worked-Based Learning (WBL) and Community Based Instruction (CBI). Students eligible for the program are those who meet prerequisites for transition intervention. Placement is contingent upon student interest and teacher/administrator recommendation to the SOAR Program. Students must demonstrate responsibility through school attendance and maintain passing grades. Professional dress is required. Employers will often require uniforms be worn and may have a shoe/boot policy. Dress code policy is required as we are representatives of Niles Community Schools.

VEHICLE BEHAVIOR FOR STUDENTS: Please refer to your resident districts transportation policy for vehicle behaviors that are to be followed. The driver will make all behavior management and disciplinary decisions. Southside staff will be informed of bus related problems.