

HANDBOOK SUPPLEMENT  
SIGNATURE PAGE

**SCHEDULE PICK-UP PASSPORT**  
ALL STUDENTS/PARENTS/GUARDIANS MUST SIGN THIS FORM

I have read and will comply with all the requirements of the Handbook Supplement Requirements as set down by the Oak Grove Administration. I understand that if I do not comply with these and all other school rules, I will be subject to disciplinary action that may result in suspension, removal from Oak Grove and or expulsion.

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Student Printed Name: \_\_\_\_\_

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As a parent/guardian of a student attending Oak Grove, we have read and will assist our child in complying with all the requirements of the Handbook Supplement as set down by the Oak Grove Administration. We understand that if our student does not comply with these and other school rules, he/she will be subject to disciplinary action that may result in suspension, removal from Oak Grove and or expulsion.

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent/Guardian Printed Name: \_\_\_\_\_

**RETURN THIS FORM ON THE STUDENT'S ASSIGNED DAY OF SCHEDULE PICK-UP**



August 8 <sup>th</sup>	Freshman Verification of Residency	11:00am - 4:00pm	Room: K-10
August 9 <sup>th</sup>	Freshman Verification of Residency	11:00am - 4:00pm	Room: K-10
August 15 <sup>th</sup>	Freshman Verification of Residency	4:30pm -7:00pm	Room: K-10
August 16 <sup>th</sup>	Freshman Verification of Residency	1:00pm -7:00pm	Room: K-10
August 21 <sup>st</sup>	Seniors pick up schedules: Senior schedule changes:	9:00am-10:00am 9:00am-12:00pm.	Small Gym Counseling Office
		<b>12:00-1:00pm Closed for lunch</b>	
	Juniors pick up schedules: Sophomores pick up schedules: Pick up schedules Freshmen Orientation	11:00am-12:00pm 1:00pm-2:00pm. 6:00pm-7:00pm 7:00pm-7:30pm	Small Gym Small Gym Small Gym Large Gym
August 22 <sup>nd</sup>	Junior schedule changes:	9:00-12:00 p.m. <b>Closed for lunch 12:00-1:00pm</b>	Counseling Office
August 23 <sup>rd</sup>	Sophomore schedule changes:	9:00am-12:00pm <b>Closed for lunch 12:00-1:00pm</b>	Counseling Office
August 23 <sup>rd</sup>	Freshmen schedule changes:	1:00pm-4:00pm	Counseling Office
August 24 <sup>th</sup>	<b>OFFICE CLOSED</b>		
August 27 <sup>th</sup>	Teacher In-service Day	<b>OFFICE CLOSED</b>	
August 28 <sup>th</sup>	<b><u>1<sup>st</sup> Day of School</u></b>		

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# Oak Grove High School

## Attendance Contract/Parent Guardian Agreement

I have read and will comply with all the requirements of the Attendance Contract as set down by the Oak Grove Administration. I understand that if I do not comply with these and all other school rules, I will be subject to disciplinary action that may result in suspension, removal from Oak Grove and or expulsion.

Student Printed Name: \_\_\_\_\_ Date: \_\_\_\_\_

Student Signature: \_\_\_\_\_

Student's ID: \_\_\_\_\_ Grade: \_\_\_\_\_

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As a parent/guardian of a student attending Oak Grove, we have read and discussed this agreement with my student. We will assist our child in complying with all the requirements of the Attendance Contract as set down by the Oak Grove Administration. We understand that if our student does not comply with these and other school rules, he/she will be subject to disciplinary action that may result in suspension, removal from Oak Grove and or expulsion.

Parent/Guardian Printed Name: \_\_\_\_\_ Date: \_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Work or Cell Phone: \_\_\_\_\_



Dear Parent/Guardian and Student:

Under the Education Code 48200, regular attendance in school is mandatory for all students. Developing good attendance habits and punctuality is essential to succeed in high school as well as in the real world of work. As a precursor to insuring that all students understand and comply with the above Education Code, we are requesting that you sign the following contractual agreement:

### Parent/Guardian Agreement

As a parent/guardian, in the East Side Union District, I understand that it is my responsibility to insure that my child attends all of his or her classes on a daily basis. I have reviewed the attendance procedures with my child and I understand the consequences as they relate to absenteeism. I further understand that under state funding, Oak Grove High School will not be reimbursed for unexcused absences from the State of California. Therefore, it is imperative that I clear all absences for my child upon his or her return to school. On the initial day of his/her return, I will contact the school via a written absence note or a telephone call to the attendance office. I further understand that after 5 days, the attendance office personnel does not have the authority to clear any absences. I understand that after 10 days, an absence will not be excused. In addition, I understand that if we move from my current residence and/or change telephone numbers, I will update my new current information with Oak Grove's registrar immediately.

As a student at Oak Grove High School, I understand that it is my responsibility to attend all of my scheduled classes and follow our State of California and school's policy in the event of my absence from school. It is also the responsibility of the student/parent/guardian to inform the school of any changes to my address and or phone numbers.

### A student may be excused for the following reasons:

- Due to his or her illness
- Due to Quarantine under the direction of a county or city health office
- For the purpose of having medical, dental, opt metrical, or chiropractic services
- Funeral services of a member of his/her family immediate family (one day in state) and three days outside of state.
- Jury Duty
- For justifiable persona reasons, including, but not limited to, an appearance in court, attendance at religious retreats.

### Unexcused Absence:

- Parent Excuse-An absence with parental permission, but not under the "excused absence" section. Absences to visit relatives or to attend a marriage, vacation are considered unexcused absences. The student may not be allowed to make up missed assignments.
- Truancy – An absence from a class or classes without the parent's or school's knowledge or permission. Students who are habitually absence from classes will be referred to our School Attendance Review Board (SARB).
- Suspension – Temporary removal from classes one to five days.