NEW CENTURY
NEW NEEDS
NEW DIRECTION

Family Handbook
2016-2017
555 E. 51st Street
Chicago, IL 60615
www.newdyett.org

This Handbook belongs to:

Name: ______________________________

Homeroom Teacher: ______________________________

NOTE: The contents of this handbook are subject to change at any time during the school year. In such a case, changes will be provided in writing to students and families.

Walter H. Dyett High School for the Arts prepares students for college and careers, by providing them with a world-class arts education and rigorous core curriculum that foster creativity, innovation, critical thinking, and problem-solving.
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Walter H. Dyett High School for the Arts prepares students for college and careers by providing them with a world-class arts education and rigorous core curriculum that foster creativity, innovation, critical thinking, and problem-solving.
I. Our Vision
Walter H. Dyett High School for the Arts will change students’ life-trajectories and develop the next generation of innovators, leaders, and problem-solvers by tapping into their creative genius and preparing them for post-secondary experiences.

II. The Mission
Walter H. Dyett High School for the Arts prepares students for college and careers, by providing them with a world-class arts education and rigorous core curriculum that foster creativity, innovation, critical thinking, and problem-solving.

III. School Operations
A safe, orderly climate is an essential foundation for student achievement and holistic student growth. School policies and procedures exist to support the learning environment and to advance the development of every learner. It is with these purposes in mind that the following policies to govern daily operations have been developed.

Hours of School Operation
Classes begin at 8:15 am every weekday. Classes end at 2:58 pm each day. The Main Office will be open from 7:45am until 4:00pm every day school is in session. School doors will open for Walter H. Dyett High School for the Arts students at 7:45 am. At that time, students are welcome to enter the building to prepare for class and to eat breakfast if they choose. Students who arrive at school before 7:45 am must remain at our entrance; students are not allowed to come upstairs for breakfast or to go to their lockers before 7:45 am.

Walter H. Dyett High School for the Arts will close for students at the end of the school day unless there are scheduled after-school events or evening programs like tutoring, athletics, or clubs. Students are expected to leave the building within ten minutes of their last class unless they are involved in an organized sport or teacher-supervised activity. Students are never to be in the building past dismissal time without teacher supervision. Students are never to be in remote areas of the building without adult staff supervision.

Any faculty or staff member who has students working under his/her supervision after school hours must escort those students out the front door when those students are done. If those students need to see another faculty or staff member under whose
supervision they initially were. The purpose of this policy is to ensure that no students are in our building without adult supervision, and to ensure that no students are left in our building when adults are gone. Failure to adhere to this policy will result in students not being allowed to remain in our building after school hours.

Attendance
In order to grow academically, a student MUST be in school, seated in class with supplies, at the appropriate time. Time on task is an important element in a student’s social and intellectual growth. Poor attendance (unexcused absences and tardies) is a typical reason for poor academic performance.

Absences: Walter H. Dyett High School for the Arts operates in strict compliance with the attendance policy set forth by the Chicago Public Schools and the Illinois State Attendance Laws. If a student is supposed to be in school but is not in attendance, the school will call home that morning to confirm the student’s whereabouts. If a parent/guardian knows his/her child will not be attending school, we ask that they please call the school in the morning before 8:00am. Please see the section on homework for details about making up work due to legitimate absences.

Excused: Within CPS there are four types of excused absences: personal illness, death in the immediate family, family emergency, and religious holiday. Parents/guardians must call in the main office in the case of an absence. Students will make up missed work and be given credit as determined by the classroom teacher.

Unexcused: Any reason not listed above is considered an unexcused absence. Students who have between 9 and 12 unexcused absences can receive no higher than a B; students who are absent between 13 and 17 days can receive no higher than a C; students who miss more than 18 days of school unexcused cannot pass the class. After 5 and 10 days, a certified notice will be sent by the school to the parent/guardian. After 18 days of absence, students are considered truant and legal proceedings will begin.

Truancy: Truancy is defined as absence without a valid cause (see four causes above). A student will be considered truant if the school office receives no notification of absence from the parent or guardian. The use of a fraudulent note or phone call will also result in a student being charged with truancy. Each instance of truancy will result in an unexcused absence.

Planned Absences: A parent/guardian who knows his/her child will be absent from school should contact the main office at least one week before the absence. The student will need to complete anticipated work from all his/her teachers. Work missed due to excused absences will be counted. A teacher is not obligated to accept any work missed due to an unexcused absence.
Walter H. Dyett High School for the Arts

Walter H. Dyett High School for the Arts prepares students for college and careers, by providing them with a world-class arts education and rigorous core curriculum that foster creativity, innovation, critical thinking, and problem-solving.

Family vacations during the school year are considered **unexcused** and are **strongly discouraged**. We also request that student appointments be made after school hours.

**Tardiness/Punctuality:** Students are expected to be in their classroom and ready for class promptly at 8:15 am. Students must arrive at school in plenty of time to be in their class, prepared with books and supplies, and ready to go before 8:15 am bell rings. Students should also manage the passing period to gather class materials and take care of other business so they are in class before the bell rings to signal the end of the passing period and the start of a new class. Students who are tardy to school in the morning should swipe/sign in at the first floor school assistant’s desk and receive a tardy pass, and then proceed to their scheduled class.

Students who are tardy to class during the day will be swept to the school assistant’s desk on the first floor or second floor in the hall to receive a tardy pass, and then report immediately to class. The following consequences will apply for each offense:

**Consequences for Being Tardy to School (Per Quarter)**

<table>
<thead>
<tr>
<th>Number of Violations</th>
<th>Consequence</th>
</tr>
</thead>
<tbody>
<tr>
<td>Five</td>
<td>Parent Phone Call + Two Saturday Detentions + Revocation of Participation in Extra – Curricular Activities</td>
</tr>
</tbody>
</table>

**Failure to serve Saturday Detentions will result in a lunch detention.**

**Consequences for Being Tardy to Class Multiple Times During the Day**

<table>
<thead>
<tr>
<th>Number of Violations</th>
<th>Consequence</th>
</tr>
</thead>
<tbody>
<tr>
<td>Two</td>
<td>Before school Detention (Two Days to Serve)</td>
</tr>
<tr>
<td>Failure to Serve Detention</td>
<td>Saturday Detention</td>
</tr>
<tr>
<td>Failure to Serve Saturday Detention</td>
<td>Lunch Detention</td>
</tr>
</tbody>
</table>

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Early Dismissals: In the event that a student must leave school early, he/she must be picked up by a parent/guardian approved on the student’s emergency card. That person must come to the Attendance Office to sign the student out. Students are required to get assignments (class work and homework) from teachers before leaving. Please be aware that early dismissals count as absences for students.

Closed Campus: Walter H. Dyett High School for the Arts is a closed campus. Students are not permitted to leave the school grounds during the day.

Emergency Cards
For students’ welfare, we ask parents/guardians to fill out and return the Emergency Information Card during parent orientation. This card will be used to ensure the school is able to contact families immediately in the event of a medical or any other emergency. In addition, this card will inform the school of adults who have permission to pick up students early from school. Should any information on this card change during the course of the school year, it is up to the parent/guardian to call the school with updated information. Failure to keep the school updated on change of address or phone number information may result in delay in contacting families in emergency situations.

Electronic Devices
Cell Phones: All cell phones must be on silent or vibrate throughout the day. Students may only use cell phones for instructional purposes, with teachers’ permission. Students may not use cell phones in the hallways or the lunchrooms. Any student who is discovered using a cell phone will be subject to the following consequences:

1. Verbal warning. Student is given an opportunity to put the cell phone away.
2. Faculty member confiscates the phone. If a teacher confiscates the phone, the student receives it at the end of class.
3. If the student refuses to give the staff member the phone, he/she will be sent to the Dean’s office and will be subject to further disciplinary action, which includes, but is not limited to detention (before school, Saturday, or lunch). Students who violate the cell phone policy on a regular basis may also lose privileges to participate in extra – curricular activities.

Electronic Entertainment Devices: I Pods, gaming toys, or any other electronic entertainment devices are to be kept in students’ lockers only. If we see or hear such a device, it will be confiscated immediately and returned to a parent/guardian at the end of the day. In addition, the student will receive a consequence.

Please be advised that the school is not responsible for cell phones, electronic devices, jewelry, money, or other forbidden items that students bring to school and that become lost or stolen—even when these items have been confiscated by staff!!!
Field Trips
Field trips are a part of our curriculum. Written permission is required in order for a student to go on a field trip!!! (See Field Trip Permission Form in the Appendix). Prior to each trip a letter will be sent with the specifics of the trip. We will not accept faxed written permission or phone call permission for students to attend field trips. Parents/Guardians are always welcome to chaperone. Students will not be allowed to go on a field trip if they are serving a suspension or are in the Alternative Learning Center, or if they have recent conduct issues.

Fire Drills and Other Emergencies
During a fire drill or emergency plan, students are expected to proceed in an orderly fashion to the nearest emergency exit. It is important that students become familiar with the emergency exit zones for each of their classes. Students may not stop at their lockers (not even to get a coat) and must remain with their classroom teacher in the designated area upon exiting the building. Students are not allowed back in the building until instructed to do so.

Identifications
Students are required to have their school identification cards on their person at all times. Tardiness to class in order to purchase a replacement ID or lanyard is unacceptable.

Immunizations
Every incoming freshman is required to submit proof of a physical examination upon enrollment at Walter H. Dyett High School for the Arts. Failure to do so will result in being barred from attending school Dyett and from playing in official athletics events at our school.

Internet Use Policy
Due to its great potential and educational value, students will be given access to the Internet in order to work on class assignments. Because of the wide variety of less than valuable web sites on the Internet, there is an Acceptable Use Policy for users of the Internet that must be signed by a parent/guardian and student before a student utilizes the Internet (see Appendix). This policy will be distributed at orientation. Misuse of the Internet will result in disciplinary consequences and loss of Internet privileges.

Medications
Students are not allowed to have medications on them at any time unless required by a physician or nurse (i.e., asthma inhaler). Prescription medications must be stored in the nurse’s office or other location designated by the school administration. In order to gain access to their medications, students must have a signed doctor’s note indicating the medication, appropriate dosage, and the start and end dates. Teachers may not dispense medications; the school nurse or office administrator can.

Parent Advisory Council and General Family Involvement
Walter H. Dyett High School for the Arts prepares students for college and careers, by providing them with a world-class arts education and rigorous core curriculum that foster creativity, innovation, critical thinking, and problem-solving.

Photography/Video and Research Release Form
I give Walter H. Dyett High School for the Arts permission to use a photographic image of my child in its publications or on its website. This photo will be used to illustrate the work of Dyett and to promote the mission and purpose of our school.
I give Dyett High School for the Arts permission to use my child in any video that illustrates the work of Dyett High School for the Arts and promotes the mission and purpose of our school. Dyett will give me notification whenever my child will be used in promotional photographs or videos.

Occasionally your child will be involved in research that will help Dyett improve its instructional and support services to our students and families. Data collected in this research will be used for public reports. Your child’s name or any other identifying information will not be used in these reports. Dyett High School for the Arts will give me notification and information about this research whenever it occurs.

I have not received, and do not expect to receive, any financial payment for these uses.

(Student Full Name Printed)

(Student Signature)

(Date)

(Parent Name Printed)

(Parent Signature)

(Date)
Request for Emergency Information

TO THE PARENTS/GUARDIANS: Occasionally children become ill while they are in school or they may meet with some accident (usually not serious). It is necessary for the school to have on file certain information, which can be used should the need for it arise. Please supply the following information for emergency use. In the event that there is a change in this information, please notify the school promptly by phone or in writing.

Student's Name:
Address: ____________________________________________________________
Parent/Guardian: ___________________________________________________
Home Phone: _______________ Work Phone: _______________
Cell Phone: ________________ Phone: _______________________

If your child becomes ill or meets with an accident while in school and we are unable to reach you, please give the name of a relative or neighbor who can be notified.
Name: ____________________________________________ Phone: __________
Address: ____________________________________________
Relationship: __________________________________________

If you have a family doctor and wish us to call him if we cannot reach you, please supply this information.
Family Doctor: __________________________________________
Phone: ________________ Phone: _______________________

Please provide the name(s) and phone numbers of adults who have your permission to pick up your child early from school.
Name: __________________________ Cell Phone: ________________
Relationship: __________________________ Age: ________________
Name: __________________________ Phone: ________________
Relationship: __________________________ Age: ________________
Name: __________________________ Phone: ________________
Relationship: __________________________ Age: ________________

If your child becomes ill or meets with an accident while in school and we are unable to reach you, please give the name of a relative or neighbor who can be notified.
Name: ____________________________________________ Phone: __________
Address: ____________________________________________
Relationship: __________________________________________

One way in which families may participate in the school is to serve on the Parent Advisory Council (PAC), which will convene in late September and meet monthly with the principal or assistant principal throughout the school year. One purpose of this council will be to maintain communication between school faculty and families, so that concerns on either side are addressed quickly and thoroughly. A second purpose of this council will be to support the educational and extracurricular program of our school through fund raising efforts.

There are numerous other ways in which families may become involved in the life of the school. Volunteering with work around the school, helping chaperone field trips, attending weekly assemblies that celebrate student achievement, attending sporting and social events, and helping judge student competitions and work exhibits are just a few.

Parent/Guardian Visits
Parent/Guardian visits are welcomed and encouraged. However, to maximize instructional time, parents/guardians are strongly urged to make an appointment with the teacher(s) they would like to meet at least one day ahead of time (exception: genuine emergencies). In addition, to ensure that parents/guardians see the administrative or support staff they need to when they come to school, they are strongly advised to make an appointment with them at least one day in advance.

Parents/Guardians must always sign in at the lobby front desk, get a visitor's pass, and then report to the main office. Parent conferences are available (please call the Assistant Principal to arrange an appointment). Mandatory report card pick-up days for all students will be held during the first and third quarter (see CPS calendar for the first and third quarter days.)

School Property
As a community, we share the responsibility of keeping our school in good working condition. In the event that a student's action results in the damage to school property, he/she will be responsible for replacing or repairing the damaged goods.

School Lockers: Students will be issued a locker and a lock at the beginning of the school year. These are the property of the school. Students can store their school related materials overnight and during the day in their assigned lockers. Students must use locks provided by the school to keep belongings safely stored. If a student loses a lock, he/she must purchase a new one from the office. Locks purchased elsewhere will be cut off. All locks must be turned in at the end of the year. Students are encouraged NOT to share lock combinations. Students caught sharing lockers will receive the appropriate consequence (see Code of Conduct). Walter H. Dyett High School for the Arts is not responsible for any items stolen from locker.
Walter H. Dyett High School for the Arts prepares students for college and careers, by providing them with a world-class arts education and rigorous core curriculum that foster creativity, innovation, critical thinking, and problem-solving.

School Textbooks: Student textbooks also remain the property of Dyett High School for the Arts and must be returned when requested. A fee will be assessed for all lost or damaged books and must be paid at the end of the school year.

School Supplies
A major part of a student being prepared to learn is coming to school DAILY with proper school supplies. These supplies consist of the books for all courses, a binder with notebook paper, working writing utensils (pencils and pens), and any additional supplies required by the teacher.

In addition, students learn to take responsibility for their own education, and build habits for success in college and the workplace, when they come to school regularly with their tools for learning.

Student Fees
Student fees are used to defray the cost of locks for lockers, gym uniforms, student planners, science lab equipment, supplies, and other miscellaneous expenses. An annual fee of $200.00

Student Records
Parents/Guardians have the right to inspect all school records regarding their child. If a parent or guardian wants to inspect school records, they should call ahead and set an appointment for this inspection. Parents/Guardians can request changes to the record by submitting a request in writing to the Principal. This letter becomes part of the student’s file.

Transportation
The CTA offers students a reduced rate on public transportation if the student carries a special photo ID pass sold by the CTA. These passes will be sold at the school during the first weeks of the school year and it is the student’s responsibility to purchase this ID pass before the CTA deadline, which is typically October 1st.

Weather Related School Closing
If school must be cancelled or the opening delayed due to severe weather, the information will be broadcast by major radio and TV stations beginning at 6:00am. All information announced for Chicago Public Schools applies to Walter H. Dyett High School for the Arts. If all CPS schools are closed, Walter H. Dyett High School for the Arts is closed as well.

IV. Walter H. Dyett High School for the Arts Code of Conduct
Walter H. Dyett High School for the Arts believes that appropriate behavior and discipline is crucial in the ability of our students to attain academic and personal success. We use the Student Code of Conduct of the Chicago Public School.

Dyett High School for the Arts
General Field Trip Permission Form
Student Name: _________________________________________________
I agree that my son/daughter is required to adhere to Dyett High School for the Arts’s rules and the directions of the instructor while on any Dyett High School for the Arts field trip. I hereby authorize in advance any medical treatment my child may need while attending any Dyett High School for the Arts field trip. Furthermore, I agree to absolve the excursion sponsor and attendants of all personal responsibility, knowing that all reasonable precautions will be taken to ensure the safety of my child.

Parent Signature: _________________________________ Date:___________
Phone Number: _______________ Emergency Phone Number:_______________
In signing this form you give your child permission for all field trips during the course of the year. Walter H. Dyett High School for the Arts will forward the information about each trip as they arise.

Medical Condition (please check the appropriate box)
( ) My child has a medical condition that the trip sponsor needs to be aware of.
Please explain and provide any necessary instructions.
_____________________________________________________________
_____________________________________________________________
_____________________________________________________________
_____________________________________________________________
( ) My child does not have a medical condition that the trip sponsor needs to be aware of.
Parent/Guardian Agreement
As the parent/guardian of this student, I have read the Network Acceptable Use Policy. I understand that Internet access for students is designed for educational purposes only. Dyett High School for the Arts has taken precautions to eliminate access to controversial material. However, I recognize that it is impossible for the school to restrict access to all controversial materials and it will not be responsible for materials acquired on the Network/Internet. I hereby give permission to the school to establish Internet access and that under specific conditions an Internet email account might be issued to my child. In such a case, I accept full responsibility and supervision if and when my child uses his/her access account outside of a school setting.

( ) I accept ( ) I do not accept

(Parent Name Printed)

(Parent Signature)

(Date)
Students must understand that copying the words, ideas, or opinions of someone else without giving credit to that person in the form of footnotes or references is considered plagiarism. Whether deliberate or accidental, plagiarism is a serious and punishable offense. Students must always be responsible for their own work and not engage in any manner of cheating.

These types of academic dishonesty will result in loss of credit and/or failure according to the discretion of the teacher. Students may also receive an automatic detention (first offense), or more severe penalty if their cheating continues.

**Deliberate Plagiarism:**

Copying of a phrase, sentence or a longer passage from a source and passing it off as one's own.

Summarizing or paraphrasing someone else's ideas without acknowledging that the work is not one's own.

Buying a term paper and handing it in as your own.

**Accidental Plagiarism:**

Forgetting to place quotation marks around another writer's words.

Omitting a source citation for another's idea because one is unaware of the need to acknowledge the idea.

**Cheating:**

Obtaining a copy of tests or scoring devices.

Copying another student's answers during a test.

Providing another student questions or answers to, or copies of, test questions.

Duplicating another student's project or work for submission as one's own work.

Having someone other than the student prepare the student's homework, paper, project and laboratory report or take-home test.

Permitting another student to copy the student's homework, paper, project, and laboratory report or take-home test.

Representing as one's own work the product of someone else's creativity.

**Lockers** - Each student is charged a nominal rental fee for use of a locker for the school year. A student's locker is school property and may be searched by school officials. All locks must be school locks purchased through the school office; any other lock will be removed without notice. Also, students must keep a lock on their lockers at all times. If not, items in a locker are subject to theft or destruction by others. Failure to keep the assigned lock on the assigned locker may result in loss of locker usage. Whenever a lock must be replaced, the student to whom the lock is assigned must pay $5 for a new lock, despite the circumstances under which the lock was lost.

Each student is responsible for any item found within his/her locker. Students are not permitted to share their locks with other students.

**Student Access and Internet Use Agreement**

**Student Agreement**

I understand and will abide by the Network Acceptable Use Policy. I further understand that any violation of these regulations is unethical and may constitute a criminal offense. Should I commit any violation, my access privileges may be revoked, my parents/guardians will be informed, and school disciplinary action and/or appropriate legal action may be taken including possible expulsion from school.

(Student Full Name Printed)

(Student Signature)

(Date)
Walter H. Dyett High School for the Arts prepares students for college and careers, by providing them with a world-class arts education and rigorous core curriculum that foster creativity, innovation, critical thinking, and problem-solving.

Appendix

Network Acceptable Use Policy

Parents/Guardians, please review, sign, and return the forms listed below (they begin on the next page).

Network Acceptable Use Policy
Student Access and Internet Use Agreement
General Field Trip Permission Form
Request for Emergency Information
Photograph/Video and Research Release Form
School Calendar
Bell Schedule
Parent/Guardian Receipt of and Agreement with Family Handbook

Walter H. Dyett High School for the Arts for the Arts prepares students for college and careers, by providing them with a world-class arts education and rigorous core curriculum that foster creativity, innovation, critical thinking, and problem-solving.

Network Acceptable Use Policy

1. The data network system of the school is available for all employees and students of Walter H. Dyett High School for the Arts in order to provide them with equal access to the computing resources, which serve public education. The data network system is an electronic highway, which connects thousands of computers all over the world and millions of individual subscribers. All personnel having authorization to use the network will have access to a variety of information.

2. Some material on the network might not be considered to be of educational value in the context of the school setting. In addition, some material, individual contacts, or communications may not be suitable for school age children. The school views information retrieval from the network in the same capacity as information retrieval from reference materials identified by schools. Specifically, the school supports those which will enhance the research and inquiry of the learner with directed guidance from faculty and staff. In each classroom, each student’s access to the Internet will be under the teacher’s direction and monitored as a regular instructional activity.

3. The school cannot prevent the possibility that some users may access material that is not consistent with the educational mission, goals, and policies of good Internet use. This is particularly possible since access to the network may be obtained at sites other than the school.

4. At each faculty and classroom operated by Dyett High School for the arts, notices will be posted that state the following: Users of the data network system and/or Internet are responsible for their activity on such systems. Dyett High School for the Arts has developed an acceptable use policy and all users are bound by that policy. Any violation of the policy will result in the suspension of access privileges plus other disciplinary action.

5. The use of the network shall be consistent with the mission, goals, policies, and priorities of Dyett High School for the Arts. Successful participation in the network requires that its users regard it as a shared resource and that members conduct themselves in a responsible, ethical, and legal manner while using the network. Any use of the network for illegal, inappropriate, or obscene purposes, or in support of those permitted to share lockers or provide their locker combination to other students. In doing so, the student assumes responsibility for anything another student leaves in his/her locker, or for items that are missing because of such a breach of security.

The following table clarifies terms that the Student Code of Conduct and our code use to describe disciplinary action.

<table>
<thead>
<tr>
<th>Disciplinary Action</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Teacher-Student Conference</td>
<td>The teacher will discuss the situation with the student and work with that student to develop positive behavior. Teachers and students correct and prevent many problems.</td>
</tr>
<tr>
<td>Teacher-Student-Parent-Resource Person-Admin. Conference</td>
<td>Everyone involved works together to develop a solution to the problem. The conference often results in a behavior contract, outlining rewards and consequences designed to change the student’s behavior.</td>
</tr>
<tr>
<td>Out-of-School Suspension</td>
<td>The student is removed from school from 1 to 5 days. Parent conference is desired upon student’s return.</td>
</tr>
<tr>
<td>Expulsion</td>
<td>The student will be removed from school for 11 days or more to a maximum of 2 school years. (This requires a formal due process hearing including written notification of charges.) Our conduct code lists rights of students, parents, teachers, and principal and defines acts of misconduct and disciplinary action. It organizes acts of misconduct into six levels - from least to most severe. Expulsion is mandated for student possession of firearms or other destructive devices. This code also concurs with CPS’s zero tolerance policy regarding disruptive, inappropriate or violent behavior in the schools. The following table lists the most common (though not exhaustive) examples of acts of misconduct and disciplinary action for each level.</td>
</tr>
</tbody>
</table>

Appendix

2016 - 2017
Restoration
The goals of student discipline include restoring the student and encouraging self-discipline. To that end, the Alternative Learning Center will be used, at the Dean of Student's discretion, whenever appropriate. In addition, when students violate school rules, they will not simply be given a consequence, but they will reflect on wrong behavior and get restored that student to the school community. For instance, part of serving detention will include written reflection on choices that led to that consequence, as well as conversation with the Dean of Students about better choices.

Walter H. Dyett High School for the Arts
Reflective Essay
The FICA Essay (Facts – Impact – Consider Alternatives – Action) is a tool to help you and the Walter H. Dyett High School for the Arts Community understand and reflect on the impact of actions.

Directions:
☐ Please answer the following questions in an essay.
☐ Each paragraph should be at least 3 sentences long.
☐ We’re not evaluating your spelling and grammar. The essay is to help us understand your perspective and to help you reflect.

What You Write
#1 Facts
From your perspective:
☐ What happened?
☐ What are the facts – who, what, where, when?
☐ What do you feel people should know to understand why you did what you did?
#2 Impact
What was the impact…?
☐ On you?
☐ On others?
☐ On school or private property?
☐ On the surrounding community?
#3 Consider Alternatives
Imagine you are in the exact same situation in the future. Describe…
☐ A different way you could have handled the situation
☐ A second alternative for handling the situation, different from the one you chose.

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teachers from the previous day(s) in order to get assignments. The grading system for missed or late assignments will be addressed by each classroom instructor, depending on whether the absence was excused or unexcused. Please see the Absence Policy for more details.

**Academic Integrity**
One of the cornerstones of our community is that we pursue academic excellence with integrity. This requires that we submit work based on how it was assigned, and that we are honest about the work we submit. The faculty is committed to providing students with all the extra help they need to succeed in their courses. Students must turn to their teachers when having difficulty.

Cheating is **NOT** an option.
There are many forms of cheating, and **none of them will be tolerated**. Cheating in any form is a serious offense. No instance of cheating will be considered “minor”. Cheating will result in a grade of zero for the assignment, a detention, and a parent conference explaining the offense and its consequence. This policy includes both the giver and the receiver of the work, since we are not in a position to determine students’ intent when it comes to cheating.

Cheating involves giving or receiving inappropriate aid on a graded assignment. Students should check in with their individual teacher if they are not sure if a particular act is considered cheating. The following is a partial list of acts that are considered academic dishonesty.
- Stealing and passing off the ideas and words of another as one’s own without crediting the source (plagiarism).
- Copying off another student on a quiz, test, or homework assignment
- Allowing a student to copy off your work.
- Using notes, cheat sheets or other reference materials during a quiz or exam without the instructor’s permission.
- Students in an early class telling student in a later section of the same class what is on a quiz or exam.
- Submitting any work you did not do yourself.
- Improperly obtaining, distributing, or receiving advanced copies of an assignment.

**Extra-curricular Eligibility**
A student’s coursework comes first. While we believe that it is essential for students to get involved in extra-curricular activities, we insist that they are performing adequately in the classroom first. To this end, we have adopted the following eligibility policy:

To participate in IHSA extracurricular activities, students must have:
- A cumulative GPA of 2.0 or better
- A GPA of 2.5 or better the previous semester with no “Ps”
- Acceptable levels of attendance and adequate ratings for conduct

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Head Coverings and Hair
a. No hats or other head coverings, including scarves, hairnets, headbands, and bandanas, are not permitted anywhere inside a building at any time. The only exception is a turban or scarf worn for religious reasons.
b. Original hair styles are permitted as long as the hair is combed and well-kept. The only exception is haircut designs for boys, which is prohibited due to potential gang writing.

Academic Policies
Our academic policies and procedures are in accordance with Chicago Public Schools and support our mission. We believe that all students can achieve at high levels.

Grading Scale
Assessment and evaluation are essential pieces of the learning process. At Walter H. Dyett High School for the Arts, we view assessments as opportunities for all school family members (students, parents/guardians, and staff) to learn how students are progressing toward mastery of the material. All grades are standards-based. This means that students earn their grades by mastering a number of benchmarks throughout the year. Evaluations are used to determine ultimate levels of expertise. Progress reports and report cards will include the following grading scale:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Description</th>
<th>Benchmark Range</th>
</tr>
</thead>
<tbody>
<tr>
<td>A 4.0</td>
<td>90% - 100% mastery of benchmarks (A)</td>
<td></td>
</tr>
<tr>
<td>B 3.0 to 3.9</td>
<td>80% - 89% mastery of benchmarks (B)</td>
<td></td>
</tr>
<tr>
<td>C 2.0 to 2.9</td>
<td>70% - 79% mastery of benchmarks (C)</td>
<td></td>
</tr>
<tr>
<td>D 1.0 to 1.9</td>
<td>60% - 69% mastery of benchmarks (D) <strong>excludes math and English courses</strong></td>
<td></td>
</tr>
</tbody>
</table>

*Any student who masters fewer than 70% of Math and English benchmarks will receive a slash (/) on his/her report card until the last semester. During this time, the student will be allowed to engage in benchmark recovery sessions, after-school tutoring, and ninth period courses that are designed to help the student master the material. If the student has not mastered at least 70% of the benchmarks by the end of the school year, the slash (/) becomes an “F,” and the student will be required to attend summer school.*

Grade Point Average
At the completion of each quarter, students’ Grade Point Average (GPA) will be calculated. GPA will be used for athletic and extra-curricular eligibility, National Honor Society consideration, awards, class rank, and college admission. Walter H. Dyett High School for the Arts uses a 4.0 scale for GPA, with additional weight given to Honors and Advanced Placement classes. In an honors class, an A is 5.0, a B is 4.0, and C is 2.0, etc.

Awards
We celebrate excellence within our community. Our school-wide awards recognize high academic achievement and acknowledge the central importance scholarly behavior

Walter H. Dyett High School for the Arts awards the following honors:
- **Principal's Scholars:** 3.8 GPA or higher
- **High Honor Roll:** 3.5 to 3.79 GPA
- **Honor Roll:** 3.0 to 3.49 GPA

National Honor Society
The National Honor Society (NHS) was founded in 1921 to recognize and encourage academic achievement while also developing the characteristics essential to citizens in a democracy. The ideals of scholarship, character, service, and leadership are as relevant today as they were in 1921.

NHS membership is highly regarded as a valid indicator that the student will succeed, particularly in studies at the post secondary level. Having a chapter is also a mark of a school whose focus is fostering and nurturing the very best of its students and setting a standard of excellence for their students to achieve.

Each spring, Dyett High School for the Arts faculty members will nominate students for membership in the National Honor Society. A special committee will recommend the very best from its list. New members will be inducted into the Walter H. Dyett High School for the Arts Chapter of the National Honor Society at the June awards ceremony.

Homework Expectations
Homework is an essential part of students’ education. Each assignment is designed to reinforce and extend mastery of the material. Each assignment, therefore, is critical to students’ learning and development. The successful and timely completion of homework is essential for academic success. Therefore,

- Students are expected to read, study, and do their homework every day.
- Students should dedicate a minimum of 10 hours per week to doing homework for regular level classes.
- Parents/Guardians are expected to provide an appropriate place to study and to monitor their children to ensure that students sit down to study and complete their homework.
- Teachers are expected to provide adequate homework and written directions for students to be successful with assignments.
- Administration is expected to provide adequate resources to further enable students, teachers and parents/guardians to carry out this homework policy.

Students who are absent are expected to complete missed work, including homework. Upon their return to school, each student is responsible for communicating with the...